

# AGENDA

## FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)

January 14, 2026 – 1:30 P.M.

Hall of Records, Room 301, 2281 Tulare Street, Fresno, California

### COMMISSION MEMBERS

Mario Santoyo, Chair  
Victor Martinez, Chair Pro Tem  
Nathan Magsig  
Daniel Parra  
Buddy Mendes

### ALTERNATE MEMBERS

Tom Chaney  
Scott Robertson  
Vacant

### LAFCo STAFF

Brian Spaunhurst, Executive Officer  
Amanda Olivas, Clerk to the Commission  
Jessica Gibson, LAFCo Analyst  
Joel Matias, LAFCo Analyst  
Monica Leon, LAFCo Analyst  
Lizbeth Dominguez, LAFCo Analyst  
Jessica Johnson, LAFCo Counsel

LAFCo Office: 1401 Fulton Street, Suite 800, Fresno, CA - 93721 - (559) 600-0604  
Staff reports prepared for each item listed in this agenda may be viewed at [www.fresnolafco.org](http://www.fresnolafco.org).

- 
1. **Call to Order and Roll Call**
  2. **Pledge of Allegiance**
  3. **Additions to the Agenda**
  4. **Comments from the Public:** Any person wishing to address the Commission on a subject not listed on the agenda may do so at this time. (State your name and address and please keep your comments to three (3) minutes.)
  5. **Potential Conflict of Interest:** Any Commission member who has a potential conflict of interest shall now identify the item and recuse themselves from discussing and voting on the matter pursuant to Govt. Code sec. 84308.

### CONSENT AGENDA

All consent agenda items are considered routine in nature and will be enacted by one motion; there will be no individual discussion of these items unless requested by a member of the Commission or the public. Any item pulled from the consent agenda for discussion will be set aside until after approval of the consent agenda. Prior to taking any action the public will be given the opportunity to comment on any consent item. The consent agenda will be considered on or about 1:30 p.m.

6. **Recommendation:** Approve 6A by taking the following actions:
  - A. **Consider Approval:** Minutes from the LAFCo meeting of December 10, 2025.

**REGULAR AGENDA ITEMS**

- 7. **Workshop: Mid- Year Budget Review and Work Program Status for Fiscal Year 2025-2026.**

**Recommendation:** Receive and file; provide direction as needed.

- 8. **Workshop: Audit Workshop.**

**Recommendation:** Provide Direction.

- 9. **Workshop: Southern Region Audit.**

**Recommendation:** Provide Direction; Possible Approval.

- 10. **Consider Authorization: Authorize Executive Officer to sign contract with Sampson, Sampson & Patterson LLP to perform LAFCO audit.**

**Recommendation:** Approve.

- 11. **Executive Officer Comments**

- 12. **Commission Comments / Reports**

- 13. **Adjournment**

**THE NEXT LAFCO MEETING** will be held on February 11, 2026, at 1:30 p.m. in the Board of Supervisors’ Chamber – Hall of Records, Room 301, Fresno, California.

**PLEASE NOTE:**

(1) “If you are an applicant for, or a participant in, any proceeding on the agenda for a land use entitlement and have made campaign contributions totaling more than \$500.00 to any member or alternative member of the Commission within twelve (12) months prior to the Commission considering your application, please immediately inform the Commission of your contribution. State law disqualifies each Commissioner and Alternate Commissioner from participating in and voting on land use entitlement decisions (which include changes of organization and reorganizations) if the Commissioner or Alternative Commissioner has received campaign contributions from (i) an applicant for a land use entitlement, (ii) someone who lobbies the Commission or LAFCo staff regarding an application for land use entitlement, (iii) someone who testifies in person before the Commission regarding an application for land use entitlement, or (iv) someone who otherwise acts to influence the outcome of an application for land use entitlement. State law also prohibits applicants, agents, and participants from making campaign contributions to a Commissioner or Alternate Commissioner within twelve (12) months after the Commission’s action. If you have any questions regarding these requirements (which are contained in the California Gov. Code sec. 84308 *et seq.*) please feel free to contact LAFCo staff at (559) 600-0604.”

(2) In compliance with the Americans with Disabilities Act (**ADA**), if you need special assistance to participate at this meeting, please contact Ms. Amanda Olivas, Clerk to the Commission at 559-600-0604. Notification provided a minimum of 48 hours prior to the meeting will enable the Clerk to make reasonable arrangements to ensure accessibility to this meeting. Pursuant to the ADA, the meeting room is accessible to the physically disabled.





Fresno Local Agency Formation Commission  
1401 Fulton Street, Suite 800, Fresno, CA 93721, (559) 600-0604

**CONSENT AGENDA ITEM NO. 6-A**

**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)**

**MEETING MINUTES**

**December 10, 2025**

**Members Present:** Commissioners Martinez, Mendes, Parra, Santoyo

**Members Absent:** Commissioner Magsig

**Staff Present:** Brian Spaunhurst, LAFCo Executive Officer  
Amanda Olivas, Clerk to the Commission  
Joel Matias, LAFCo Analyst  
Monica Leon, LAFCo Analyst  
Jessi Johnson, LAFCo Counsel

**1. Call to Order and Roll Call**

Chair Santoyo called the meeting to order at 1:30 p.m.

**2. Pledge of Allegiance**

Commissioner Martinez led the Pledge of Allegiance.

**3. Changes and Approval of Agenda**

There were no changes to the agenda.

**4. Comments from the Public**

There were no comments from the public.

**5. Potential Conflicts of Interest**

There were no conflicts of interest.

**CONSENT AGENDA**

**6. A. Minutes from the LAFCo Meeting of October 8, 2025.**

**B. 2026 LAFCo Hearing and Office Calendar.**

**C. Request Authorization for the Destruction of Public Records.**

Motion: Approve Items 6A-6C

Moved: Commissioner Mendes

Second: Commissioner Parra

Ayes: Commissioners Mendes, Parra, Martinez, Santoyo

Noes: 0

Absent: Commissioner Magsig

Abstain: 0

Passed: 4-0-1-0

**REGULAR AGENDA ITEMS**

**7. Executive Officer Comments.**

LAFCo Executive Officer Brian Spaunhurst provided comments.

**8. Commission Comments/Reports.**

There were no comments from the Commission.

**9. Adjournment.**

Moved: Commissioner Martinez

Second: Commissioner Mendes

The meeting adjourned at 1:39 p.m.

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Amanda Olivas  
Clerk to the Commission

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**FRESNO LOCAL AGENCY FORMATION COMMISSION  
EXECUTIVE OFFICER'S REPORT**

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**AGENDA ITEM NO. 7**

**DATE:** January 14, 2026

**TO:** Fresno Local Agency Formation Commission

**FROM:** Brian Spaunhurst, Executive Officer 

**SUBJECT:** Workshop on a Mid-Year Budget Review and Work Program Status for Fiscal Year 2025-2026.

**RECOMMENDATION:** Receive and file, provide direction as needed.

**Executive Summary**

This report presents mid-year status of the Commission's annual budget and the progress made on projects in the approved annual work program. Budget analysis has been prepared with budget data from November 2025, extrapolated through calendar 2025.

At mid-year, revenue and expenses generally are on track with the adopted budget.

- Estimated revenue \$908,664 or 99% of \$914,514 approved;
- Estimated office expenditures \$85,710 or 49% of \$176,119 approved;
- Estimated personnel expenditures \$308,382 or 47% of \$661,562 approved; and
- Estimated consultant services expenditures \$29,516 or 38% of \$76,833 approved.

Work program projects are generally on schedule; however application-generated work is taking priority as discussed in greater detail later in this report.

**Discussion**

The Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 ("CKH") requires the Commission to adopt a draft budget each year by May 1<sup>st</sup> and a final budget by June 15<sup>th</sup>. The Commission adopted its annual budget and work program at its hearing on May 14, 2025.

The Clerk to the Commission updates LAFCo's financial data and provides bookkeeping services.

Commission business is guided by LAFCo's *Financial and Accounting Procedures* and by CKH. Pursuant to these procedures, "The Executive Officer shall serve as the budget administrator, to prepare, present, transmit, review, execute, and maintain the LAFCo budget consistent with State Law and Commission policy. The Executive Officer shall provide the Commission with a mid-year budget report comparing expenditures to the adopted budget."

## **Overview of Mid-Year Budget**

As shown in Attachment “A,” the Commission has an approved budget of \$914,514 which includes \$734,514 from contributions by the County (\$367,257) and the 15 cities (\$367,257 apportioned by their annual budgets), a balance fund contribution from the previous FY of \$130,000 and \$50,000 in projected fee revenue.

The Commission has an approved reserve of \$200,000 and a legal reserve of \$50,000.

Mid-year revenue is estimated to be \$908,664, composed of the County’s and all 15 cities’ allocations, the \$130,000 balance fund contribution, about \$30,150 in application fee revenue, and an estimated \$14,000 in interest revenue.

Mid-year expenses are estimated to be \$423,608, or approximately 46% of approved expenses.

## **Overview of Mid-Year FY 2025-2026 Work Program**

Work Program item descriptions are presented as adopted *in italics* and are followed by a status report.

### 1. Conduct Biennial Financial Audit of FY 2023-24

This Work Program item just closed the RFP process. Staff anticipates direction from the Commission and will continue as scheduled for the remainder of the FY.

### 2. Process Applications: Reorganizations, Sphere of Influence Amendments, etc.

*Application processing is a core service in that staff evaluates applications for consistency with CKH and adopted policies to promote orderly growth. The Commission, in its determination of local agency boundaries, will be balancing that development with sometimes competing state interests of discouraging urban sprawl, preserving open-space and prime agricultural lands, and efficiently extending government services.*

*In the event of a conflict of staff resources between application and programmatic activities application processing will take priority.*

## **Status at mid-year**

- Reorganization applications submitted: 7
- Reorganization applications recorded/complete: 4
- Reorganization applications still in progress: 3
- Extension of service applications: 4
- Extension of time applications: 0
- Projects terminated: 0

After adjusting the annual application fees from the previous budget, application driven projects are exceeding the amount of fees anticipated thus far. Staff has conducted proactive outreach with several cities and districts and continues to aid as needed to encourage strategic planning early on. Several projects are anticipated to be submitted by the end of the FY that would extend us further beyond our original fee projections.

3. Continue Fresno LAFCo's Municipal Service Review Program

*The MSR program is a core service in that it is the foundation for the update of a sphere of influence. A MSR is the analysis of the service or services to be provided by a local agency and consists of written conclusions, or "determinations" based on evidence collected by LAFCo. MSRs conclude with recommendations based on this body of evidence that encourage order, logic, and efficient service delivery by local agencies.*

The priority MSRs for this FY are:

- City of Clovis
- City of Fowler
- North Central Fire Protection District
- Panoche Drainage District
- WWD #41

Status at mid-year

Aside from the City of Clovis and City of Fowler MSRs which are nearly finished, three districts have begun the MSR process and are anticipated to be finished prior to the end of the FY. As Clovis and Fowler are both MSRs from the previous FY, we are still cycling through our MSR list slower than anticipated. This is mostly due to a continued influx of annexation and other project applications. With 15 cities and 115 special districts, in order to strive for an average MSR cycle of 10 years, we would need to complete 13 MSRs per year. This is in addition to our typical reorganization processed projects on an annual basis.

4. Review and Update of Fresno LAFCO Policy Manual

Due to regular annual updates on State laws and requirements, an annual update process to the Policy Manual and Employee Handbook is underway. Draft updates are regularly completed and sent for review by our legal counsel. Workshops related to these updates are anticipated to be ongoing on an as-needed basis.

Attachment A

<b>REVENUE SUMMARY</b>	<b>Approved FY 25-26 Budget</b>	<b>Estimated To Date</b>	<b>% Estimated To Date</b>
ALLOCATION COUNTY	367,257	367,257	100%
ALLOCATION CITIES	367,257	367,257	100%
APPLICATION FEES	50,000	30,150	60%
AUTH. FUND BALANCE CONTRIBUTION	130,000	130,000	100%
INTEREST REVENUE	0	14,000	50%
<b>Total</b>	<b>914,514</b>	<b>908,664</b>	<b>99%</b>

<b>EXPENDITURE SUMMARY</b>			
OFFICE OPERATIONS	176,119	85,710	49%
PERSONNEL	661,562	308,382	47%
CONSULTING SERVICES	76,833	29,516	38%
<b>Total</b>	<b>914,514</b>	<b>423,608</b>	<b>46%</b>

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**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)  
EXECUTIVE OFFICER'S REPORT**

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**AGENDA ITEM NO. 8**

**DATE:** January 14, 2026

**TO:** Fresno Local Agency Formation Commission

**FROM:** Brian Spaunhurst, Executive Officer 

**BY:** Amanda Olivas, Clerk to the Commission

**SUBJECT:** Workshop: Audit Workshop.

**RECOMMENDATION:** Provide Direction.

**Discussion**

As an independent agency, Fresno LAFCo is not subject to statutory audit requirements as are many other local governmental agencies, including cities, counties, and special districts. Further, LAFCo does not receive funding from the state and/or federal government which may impose separate audit requirements. However, LAFCo has a fiscal responsibility to ensure that funds are spent appropriately and are accounted for using generally accepted accounting methods.

The Commission's Financial and Accounting Procedures stipulate that a single-year financial audit be conducted every two years, when there is a change in Executive Officer, or upon the Commission's direction.

Staff intends to engage the Commission in an open discussion to review options for the current audit as well as potential approaches for future audits.

**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)  
EXECUTIVE OFFICER'S REPORT**

**AGENDA ITEM NO. 9**

**DATE:** January 14, 2026  
**TO:** Fresno Local Agency Formation Commission  
**FROM:** Brian Spaunhurst, Executive Officer *BS*  
**BY:** Amanda Olivas, Clerk to the Commission  
**SUBJECT:** Workshop: Southern Region Audit.

**RECOMMENDATION:** Provide Direction; Possible Approval.

**Discussion**

The Imperial, Fresno, Riverside, and San Joaquin Local Agency Formation Commissions conducted a joint Request for Proposals (“RFP”) for auditing services for fiscal years ending (“FYE”) 2026, 2027, 2028, 2029.

The RFP was issued early November, interviews were conducted and Vasquez & Company LLP was granted the proposal (proposal attached). Estimated annual costs for Fresno LAFCo are below.

LAFCO	Description of Services	Estimated Hours	Year Ended June 30				1-yr option
			2026	2027	2028	2029	
<b>1. Fresno</b>	Audit of LAFCO, including the implementation of the GASB pronouncements and ongoing audit procedures of GASB, audit preparation and management letter.	124	\$ 9,500	\$ 9,785	\$ 10,079	\$ 10,381	\$ 10,692
	Option to prepare the Management Discussion Analysis (MD&A) on behalf of management.	4	350	361	371	382	394
<b>Maximum Not to Exceed Amount</b>		128	<b>\$ 9,850</b>	<b>\$ 10,146</b>	<b>\$ 10,450</b>	<b>\$ 10,763</b>	<b>\$ 11,086</b>

If Fresno LAFCo continues with the current practice of conducting a single-year audit every two years, the projected cost is approximately \$14,000.

# Attachment A

## Proposal to Provide Audit Services

# Riverside LAFCO

Submitted by:

Cristy A. Canieda, CPA, CGMA  
Partner, Government Practice Leader  
Vasquez & Company LLP  
655 N. Central Avenue, Suite 1550  
Glendale, CA 91203  
Tel: (213) 873-1720  
Fax: (213) 873-1777  
Email: [ccanieda@vasquezcpa.com](mailto:ccanieda@vasquezcpa.com)

Firm's California CPA License Number: 6286  
Firm's Federal Identification Number: 33-0700332

November 14, 2025





## 2. Cover Letter

November 14, 2025

**Gary Thompson**

Executive Officer

**Riverside LAFCO**

6216 Brockton Avenue, Suite 111-B

Riverside, CA 92506

### **RE: Vasquez & Company LLP Proposal to Provide Audit Services to Riverside LAFCO**

Vasquez & Company LLP (“Vasquez,” “we,” “us,” or “our”) is pleased to submit our proposal to the Imperial, Fresno, Riverside, and San Joaquin Local Agency Formation Commissions (collectively the, “Riverside LAFCOs,” “LAFCOs,” “you,” “your”) to audit its financial statements for the 4 fiscal years ending June 30, 2026, June 30, 2027, June 30, 2028, and June 30, 2029, with option to extend the contract for 1 additional year for firms with a superior response.

### **Firm’s Understanding of Work to be Performed**

Our understanding of the scope of services is as follows:

- Perform an audit and render an auditor's report on the basic financial statements of the LAFCOs in accordance with auditing standards generally accepted in the United States of America and *Government Auditing Standards* issued by the Comptroller General of the United States.
  - As part of our audit, we will render a report on the basic financial statements and apply limited audit procedures to Management's Discussion and Analysis (MD&A), if provided and required supplementary information pertaining to the General Fund and each major fund of the LAFCOs.
  - We will render our auditor's reports on the LAFCOs’ internal control over financial reporting and compliance with relevant laws and regulations and other matters based on our audit of the financial statements.
  - Prepare and word-process the LAFCOs’ Financial Report in accordance with the requirements of GASB standards.
- Issue a Management Letter that includes recommendations for improvements in internal control, accounting procedures, and other significant observations that are considered to be non-reportable conditions.
- Provide guidance on implementing new GASB requirements and specifics of Federal and State of California regulations pertaining to local government financial reporting.

Upon request and specifically after our audits, we will be pleased to make a presentation to the LAFCOs Commission, during which we will discuss our audit approach, scope, and results. We pride ourselves on our ability to convey complex information in an informative fashion, free of bias, such that Management and the LAFCOs Commission can evaluate the significance of the information and determine action plans as may be appropriate.

Management can be assured that our audits will be performed in accordance with the following:

- Generally accepted auditing standards in the United States of America.
- The standards applicable to financial audits contained in the most current version of the *Government Auditing Standards*, issued by the Comptroller General of the United States.



## Why Vasquez?

### Experienced Firm:

- Experienced in serving the financial and compliance needs of over 80 municipalities and special districts in California.
- Experience assisting government agencies achieve the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

### Experienced Leaders:

Our leadership team makes us uniquely qualified to provide the services requested by the LAFCOs. The team brings extensive expertise in providing audit services to governmental entities. Each member of our proposed engagement team specializes in key areas, including compliance and financial reporting. These specialties are set to ensure thorough and accurate assessments. Our proposed leadership team consists of:

- Cristy A. Canieda, Vasquez Partner and Government Practice Leader, formerly with PwC, will lead our delivery of services to the LAFCOs. She will direct and supervise the auditors in performing the engagement, review the audit results, and provide technical expertise as appropriate.

Cristy's experience includes the City of Baldwin Park, City of Carson, City of West Hollywood, City of Modesto, City of Simi Valley, City of Moreno Valley, City of Culver City, City of Temecula, City of Mission Viejo, City of Healdsburg, City of Norwalk, City of Torrance, Los Angeles County Metropolitan Transportation Authority (LACMTA), Southern California Association of Governments, San Gabriel Valley Council of Governments, San Joaquin Valley Library System, and Local Agency Formation Commission (LAFCO) for Los Angeles County, among others.

- Roger Martinez, Vasquez Partner and Audit Practice Leader, formerly with KPMG, will act as the engagement quality control reviewer and objectively evaluate the engagement team's significant judgments and conclusions in formulating the auditor's report for the LAFCOs.

Roger's experience includes the City of Long Beach, City of Vernon, City of Norwalk, City of La Puente, City of Huntington Park, City of El Monte, Los Angeles Water and Power, Metropolitan Water District of Southern California, San Gabriel Basin Water Quality Authority, Los Angeles World Airports, Port of Los Angeles, Los Angeles County Metropolitan Transportation Authority (LACMTA), Southern California Regional Rail Authority, San Joaquin Transit Agency, SunLine Transit Agency, and San Gabriel Valley Council of Governments, among others.

### Our Internal Control-Based Audit Approach:

- Our professionals, with extensive experience in performing financial and compliance audits of local municipalities and other public agencies in California, will bring an unbiased, fresh perspective to the LAFCOs' systems, operations, and practices. Our experience will allow us to assess your risk and compare your existing policies and practices to those used by other efficient, reputable agencies. We will focus on the critical areas of your operations.
- Our audit approach is unique in evaluating and testing key internal accounting controls rather than merely performing substantive tests. This approach provides critically important information to the LAFCOs management about the effectiveness of its internal controls

### Communication with the LAFCOs:

- We will hold regularly scheduled status meetings to keep you abreast of our progress.
- We will provide you with meaningful status reports.
- We will take a proactive approach to develop practical solutions to identified challenges.
- Team members, including the engagement and quality control partners, will be available year-round.



### Addressing Critical Accounting Matters:

Recognizing that your interests are best served by highly qualified, knowledgeable, and trained accountants and auditors, we offer our staff and our clients:

- Frequent training in current technical matters and subjects of importance to local governments' finance, accounting, and auditing aspects, such as new GASB standards and OMB requirements.
- Specifics of Federal and State of California regulations about local government accounting, reporting, and compliance.

### Timeliness:

- We understand and appreciate the importance of adhering to agreed-upon timelines and meeting deadlines.
- We structure our audit approach to recognize issues early, plan for the orderly completion of our work, and avoid end-of-audit surprises.
- We commit to performing the work within the agreed timeframe.

### New GASB Pronouncement Experience:

- Our team has assisted clients in adopting applicable Governmental Accounting Standards Board (GASB) statements.
- Our firm assists clients in assessing their readiness to implement the new standards and guiding them through the implementation.

### Providing an Effective and Efficient Audit:

Our risk-based approach, high-caliber management team, and experienced staff ensure that critical issues are not overlooked but promptly identified, communicated to you, and resolved to the LAFCOs' satisfaction.

### Affirmations:

- Vasquez meets all the minimum requirements to be considered:
  - Vasquez possesses the firm licensing and meets the independence requirements with respect to the participating LAFCOs, in addition to meeting the minimum requirements of our most recent peer review.
  - Vasquez's proposed engagement team has maintained oversight responsibilities for more than least three audits performed for three different public agencies in the State of California in the past seven years.
  - Vasquez's proposed engagement team maintains familiarity with public agency audits, including cities, special districts, and other governments.
  - Vasquez's proposed engagement team has prior experience in the implementation of GASB pronouncements.
  - Vasquez's proposed engagement team has experience presenting to governing bodies at public meetings within the past three years.
- Vasquez offer is a firm and irrevocable offer for sixty (60) days.
- Vasquez is independent with respect to each participating LAFCOs.
- Vasquez is an Equal Opportunity Employer.
- Vasquez has the required insurance policies in force as identified in the RFP.
- Vasquez will not delegate or subcontract its responsibilities without prior written consent of LAFCOs.



Riverside LAFCO  
November 14, 2025  
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I, Cristy A. Canieda, Partner with Vasquez, am entitled to represent the firm, empowered to submit the bid, and authorized to sign a contract with the LAFCOs. Vasquez is committed to providing the LAFCOs with the highest customer service, and we trust that you will find us qualified to provide the LAFCOs with professional financial statement auditing services. If you have any questions or need further assistance, please contact me using the information provided below.

VASQUEZ & COMPANY LLP

Cristy Canieda  
Partner – Government Practice Leader  
655 N. Central Avenue, Suite 1550  
Glendale, CA 91203  
Tel.: 213-873-1720  
Email: [ccanieda@vasquezcpa.com](mailto:ccanieda@vasquezcpa.com)

### 3. Table of Contents

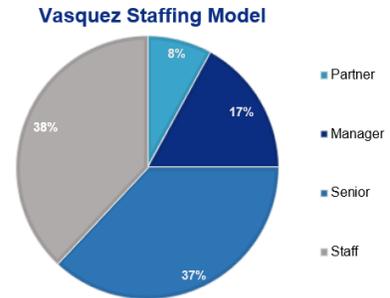
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4. Proposer’s Qualifications

A. Qualifications and Experience of Personnel Who Will Serve Each Participating LAFCO

Our senior engagement team members are responsible for ensuring the delivery of quality work. They will engage in regularly scheduled meetings with you, answer questions, provide guidance, and help ensure issues are identified and resolved promptly.

Vasquez has built its reputation on close partner involvement and strong client relationships. However, the ultimate success of our client relationships is largely attributable to one key component – our people. Our engagement teams are structured with extensive partner involvement. As a result, our average partner-to-staff leverage ratio is higher than most other firms. As a result, our budgeted hours include higher partner involvement than what you may have experienced in the past.



Beyond partner leadership and support, an audit is only as good as the people doing the bulk of the work daily. Therefore, we are committed to providing a staff resource pool that embodies the attributes you expect of your auditor, including technical expertise in GASB, knowledge of government and utility industries, and soft skills such as respect, empathy, and timely response to questions.

Continuing Professional Education Program

To ensure that our professional staff remains up to date on the latest audit and accounting developments and meets the requirements for maintaining active licensure in good standing, we see that our professional staff receives the required number of CPE hours within the established period. Vasquez also conducts in-house seminars for the professional staff.

Our team is held to a high standard of quality; we offer the following CPE Programs for our staff:

- Continuing Education courses provided by the American Institute of Certified Public Accountants (AICPA), which the firm sponsors live and in-house for its staff and clients, conducted by highly qualified professionals.
- Attendance at conferences and seminars related to government accounting sponsored by:
  - Government Finance Officers Association
  - Association of Local Government Auditors
  - California Society of Municipal Finance Officers

Engagement Team

A synopsis of the team members and their respective roles, followed by their resumes, is as follows:

Team Member	Role
<p><b>Cristy A. Canieda</b>, CPA, CGMA Lead Partner License No.: 97674</p>	<p>Cristy Canieda, Vasquez Government Practice Leader, <u>with over thirty (30) years of public accounting experience</u>, will lead the service delivery team and supervise the auditors in performing the audit engagement and provide technical assistance as appropriate.</p> <p>Cristy oversees all the firm's local government audit engagements and serves as a Technical Reviewer for the GFOA Certificate of Excellence in Financial Reporting Program.</p> <p>Cristy’s audit experience includes the City of Baldwin Park, City of Carson, City of West Hollywood, City of Modesto, City of Simi Valley,</p>



Team Member	Role
	<p>City of Moreno Valley, City of Culver City, City of Temecula, City of Mission Viejo, City of Healdsburg, City of Norwalk, City of Torrance, Los Angeles County Metropolitan Transportation Authority (LACMTA), Southern California Association of Governments, San Gabriel Valley Council of Governments, San Joaquin Valley Library System, and Local Agency Formation Commission (LAFCO) for Los Angeles County.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;">  <div style="font-size: 0.8em;"> <p><b>CANIEDA, CRISTY ANGULO</b>            LICENSE NUMBER: 97674 LICENSE TYPE: CERTIFIED PUBLIC ACCOUNTANT            LICENSE STATUS: CLEAR <span style="color: blue;">🔵</span> EXPIRATION DATE: JANUARY 31, 2026            SECONDARY STATUS: N/A            CITY: GLENDALE STATE: CALIFORNIA COUNTY: LOS ANGELES ZIP: 91203</p> </div> </div>
<p><b>Roger A. Martinez, CPA</b>            Quality Control Partner            License No.: 81467</p>	<p>Roger Martinez, Vasquez Audit Practice Leader, <u>with over twenty-five (25) years of public accounting experience</u>, will be responsible for the technical review of the engagement and will work closely with the Lead Partner to review and evaluate the audit fieldwork and reports.</p> <p>City of Long Beach, City of Vernon, City of Norwalk, City of La Puente, City of Huntington Park, City of El Monte, Los Angeles Water and Power, Metropolitan Water District of Southern California, San Gabriel Basin Water Quality Authority, Los Angeles World Airports, Port of Los Angeles, Los Angeles County Metropolitan Transportation Authority (LACMTA), Southern California Regional Rail Authority, San Joaquin Transit Agency, SunLine Transit Agency, and San Gabriel Valley Council of Governments, among others.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;">  <div style="font-size: 0.8em;"> <p><b>MARTINEZ, ROGER ALEXANDER</b>            LICENSE NUMBER: 81467 LICENSE TYPE: CERTIFIED PUBLIC ACCOUNTANT            LICENSE STATUS: CLEAR <span style="color: blue;">🔵</span> EXPIRATION DATE: JUNE 30, 2027            SECONDARY STATUS: N/A            CITY: GLENDALE STATE: CALIFORNIA COUNTY: LOS ANGELES ZIP: 91203</p> </div> </div>
<p><b>Rhoda Dollaga, CPA</b>            Senior Audit Manager            License No.: 135694</p>	<p>Rhoda Dollaga, Vasquez Senior Audit Manager, <u>with nine (9) years of public accounting experience</u>, will work closely with the Lead Partner to plan, coordinate, and review the fieldwork for the annual financial and compliance audits.</p> <p>In addition, she will manage the day-to-day activities and task accomplishments, monitor progress, and ensure schedule compliance.</p> <p>Rhoda's audit experience includes the City of Baldwin Park, City of Carson, City of West Hollywood, City of Modesto, City of Simi Valley, City of Moreno Valley, City of Norwalk, City of Vernon, and San Joaquin Valley Library System.</p> <div style="display: flex; justify-content: space-between; align-items: flex-start;">  <div style="font-size: 0.8em;"> <p><b>DOLLAGA, RHODA MAE SHEEN</b>            LICENSE NUMBER: 135694 LICENSE TYPE: CERTIFIED PUBLIC ACCOUNTANT            LICENSE STATUS: CLEAR <span style="color: blue;">🔵</span> EXPIRATION DATE: DECEMBER 31, 2025            SECONDARY STATUS: N/A            CITY: DELANO STATE: CALIFORNIA COUNTY: KERN ZIP: 93215</p> </div> </div>

# Riverside LAFCO

## Proposal to Provide Audit Services

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Team Member	Role
<p><b>Jason Tagasa</b>, CISA IT Audit Senior Manager License No.: 19153674</p>	<p>Jason Tagasa, Vasquez IT Audit Senior Manager, formerly with EY, <u>with over ten (10) years of experience in IT consulting and auditing</u>, will perform audit procedures pertaining to the City's financial systems and Information Technology.</p> <p>Jason's IT risk-based controls assessment approach for evaluating and testing internal controls provides added assurance to management and the Governing Board.</p> <p><b>ISACA Certification Verification on 05 March 2025</b></p> <p>Name: Jason Tagasa Status: Active Certification Type: CISA Certification Number: 19153674 Date Certified: 11 January 2019 Expiration Date: 31 December 2025</p>
<p><b>Kimberly Kabigting</b> Senior Audit Associate</p>	<p>Kimberly Kabigting, Vasquez Senior Audit Associate, formerly with PwC, <u>with six (6) years of public accounting experience</u>, will work closely with the engagement team to coordinate the engagement and do the fieldwork.</p>



### **CRISTY A. CANIEDA, CPA, CGMA**

#### **Partner, Government Practice Leader**

Tel: 213-873-1720

Email: ccanieda@vasquezcpa.com

### Areas of Expertise

Cristy's areas of expertise include overseeing all aspects of financial and compliance audits including internal control reviews and Single Audits performed in accordance with Office of Management and Budget Federal Uniform Guidance, program specific audits, financial statement reviews, forecasts and projections to government agencies; preparation of comprehensive annual financial reports, State Controller's reports.

### Representation of Experience

- City of Baldwin Park
- City of Carson
- City of Culver City
- City of El Monte
- City of Hawthorne
- City of Huntington Park
- City of Long Beach
- City of Lynwood
- City of Montebello
- City of Moreno Valley
- City of Norwalk
- City of Pico Rivera
- City of Simi Valley
- City of Torrance
- City of West Hollywood
- Coachella Valley Association of Governments
- Community Development Commission of Los Angeles County
- Imperial County Local Transportation Authority
- Jurupa Community Special District
- La Habra Heights Water District
- La Puente Valley County Water District
- Los Angeles Community College District
- Los Angeles County Metropolitan Transportation Authority
- Orange County Water District
- Rancho California Water District
- San Gabriel Valley Council of Governments
- Southern California Association of Governments
- SunLine Transit Agency
- Upper San Gabriel Valley Municipal Water District
- Water Replenishment District of Southern California

### Professional Background and Affiliations

Cristy's professional background includes Diehl, Evans & Company and Audit Manager and Manager, Tech. Standards and Continuing Education with PwC. She is a Certified Public Accountant licensed to practice in the State of California.

### Educational Background

Cristy received her Bachelor of Science in Accountancy and Associate in Government Auditing from Enverga University and her Master's in Business Administration from Ateneo Graduate School of Business. She remains current on accounting matters by attending conferences and continuing education courses which are heavily focused on subjects applicable to governmental accounting and financial reporting, as well as federal and state regulatory matters and auditing requirements. She maintains compliance with the continuing education requirements of the AICPA and the California Board of Accountancy.

# Riverside LAFCO

## Proposal to Provide Audit Services

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### Continuing Professional Education

Following are relevant continuing professional education courses completed by Cristy A. Canieda in the past three (3) years:

Title	Subject Code	Date
2025 Government and Nonprofit Accounting Updates Seminar	GV	06/10/2025
2025 GAQC Annual Required Webcast	AA	05/08/2025
BDO Alliance Conference	AA	05/04/2025-05/07/2025
CalCPA Annual Governmental Accounting and Auditing Conference	GV	04/23/2025-04/24/2025
2025 CSMFO Conference	AA	02/18/2025-02/21/2025
AICPA Townhall Series	AA	01/30/2025
GAQC 2025 Single Audit Lightning Round	AA	01/28/2025
Common Quality Issues in State and Local Government Financial Statement Audits	GV	10/24/2024
Public Sector: Auditing Alternative Investments	AA	06/19/2024
State and Local Government: Review of New Audit Templates	AA	04/02/2024
Audit Documentation	AA	03/01/2024
2024 Government & Nonprofit Updates	AA	02/15/2024
RSM Audit Methodology Refresher	AA	02/09/2024
2024 CSMFO Conference	AA	01/30/2024-02/01/2024
Fraud Auditing and Investigation	Fraud	01/27/2024
Ethics for California CPAs	Ethics	01/21/2024
Audit Year-End Audit Alert	AA	12/12/2023
Accounting and Auditing for Lessors Under ASC 842, Leases	AA	10/19/2023
Q3 State and Local Governments A&A Updates – 2023	GV	10/10/2023
Government Audit Reviewers' Training	GV	09/14/2023



**ROGER A. MARTINEZ, CPA**  
**Partner, Audit Practice Leader**

Tel: 213-873-1703

Email: ram@vasquezcpa.com

### Areas of Expertise

Roger's areas of expertise overseeing all aspects of financial and compliance audits including internal control reviews and Single Audits performed in accordance with Office of Management and Budget Uniform Guidance, program-specific audits, financial statement reviews, and forecasts to government agencies.

### Representation of Experience

- City of Long Beach
- City of Vernon
- City of Adelanto
- City of Cudahy
- City of El Monte
- City of Huntington Park
- City of Norwalk
- City of La Puente
- University of California System
- Alameda Corridor – East Construction Authority
- Alameda Corridor Transportation Authority
- California State University System
- California State Teachers' Retirement System
- California State Treasurer's Office
- Los Angeles County Employees Retirement Association
- Los Angeles County Metropolitan Transportation Authority
- Los Angeles Unified School District
- Los Angeles Water and Power
- Los Angeles World Airports
- Los Angeles Community College District
- Metropolitan Water District of Southern California
- Port of Los Angeles
- San Gabriel Valley Council of Governments
- San Gabriel Basin Water Quality Authority
- San Joaquin Transit Agency
- Southern California Regional Rail Authority
- SunLine Transit Agency

### Professional Background and Affiliations

Roger is a member of the American Institute of Certified Public Accountants, the California Society of Certified Public Accountants, the Los Angeles Chamber of Commerce, and the Association of Latino Professionals in Finance and Accounting. He has held many board memberships with private companies and nonprofit organizations. He is currently on the Advisory Board for the Salvation Army and Los Angeles County Medical Association.

### Educational Background

Roger received his Bachelor of Arts, Major in Economics and Minor in Accounting from the University of California, Los Angeles. He remains current on accounting matters by attending conferences and continuing education courses applicable to governmental accounting and financial reporting, as well as federal and state regulatory matters and auditing requirements. He maintains compliance with the continuing education requirements of the AICPA and the California Board of Accountancy.

# Riverside LAFCO

## Proposal to Provide Audit Services

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### Continuing Professional Education

Following are relevant continuing professional education courses completed by Roger A. Martinez in the past three (3) years:

Title	Subject Code	Date
Private Entity Reporting-Mid-Year Insights	AA	08/20/2025
Navigating Compliance and Risk: Understanding the New Administration's Tariffs	AA	07/29/2025
2025 Compliance Supplement and Single Audit Update	GV	07/21/2025
Fraud 101 - Misappropriations	Fraud	06/27/2025
Professional Conduct and Ethics Dealing with Ethical Crises 2024-2025	Ethics	06/25/2025
Governmental Accounting and Auditing Virtual Conference 2025	GV	06/24/2025
2025 Government and Nonprofit Updates Training	GV	06/10/2025
2025 Government and Nonprofit Updates Training	AA	06/10/2025
Proactive Issues in Assurance Quality Management	AA	05/07/2025
Annual GASB Update	AA & GV	05/06/2025
Annual Yellow Book Update	AA	05/06/2025
Annual Single Audit Update	AA	05/06/2025
ASC 740 Update	AA	05/06/2025
2025 Governmental Audit Quality Center Annual Update Webcast	AA & GV	04/23/2025
Refresher on Test Controls Training	AA	03/11/2025
Q1 2025 Quarterly Sustainability Webcast	AA	03/05/2025
AICPA & CIMA Portfolio Valuation Forum	AA	06/13/2024
Audit Documentation Refresher	AA	03/01/2024
2025 Government and Nonprofit Updates Training	AA	02/15/2024
2025 Government and Nonprofit Updates Training	GV	02/15/2024
2024 Government and Nonprofit Updates Training	AA	02/01/2024
Prospective Financial Information: Are You Doing Enough Due Diligence	AA	07/25/2023
Fraud Prevention	Fraud	06/30/2023
Ethics for CA CPAs	Ethics	06/30/2023
Introduction to Governmental Audit and Accounting Issues	GV	06/29/2023
Governmental Funds and Proprietary Funds (Yellow Book Compliant)	GV	06/28/2023
41th Annual SEC and Financial Reporting Institute Conference - Panel 3: SEC Enforcement Update	AA	06/01/2023
41th Annual SEC and Financial Reporting Institute Conference - Panel 5: Forecasting in a Fog - Practical Advice for Estimating in Today's Uncertain Environment	AA	06/01/2023



### **RHODA DOLLAGA, CPA**

#### **Audit Senior Manager**

Tel: 213-873-1700

Email: rdollaga@vasquezcpa.com

#### **Area of Expertise**

Rhoda's practice is focused on participation in all aspects of financial and compliance audits, including internal control reviews, Single Audits performed in accordance with Office of Management and Budget Uniform Guidance, program-specific audits, indirect cost plan, and preparation of annual comprehensive financial reports and State Controller's reports.

#### **Representation of Experience**

- City of Baldwin Park
- City of Cudahy
- City of El Monte
- City of Long Beach
- City of Modesto
- City of Montebello
- City of Norwalk
- City of Palos Verdes Estates
- City of San Fernando
- City of Simi Valley
- City of South El Monte
- City of Vernon
- City of West Hollywood
- Los Angeles Community College District
- San Gabriel Basin Water Quality Authority
- Water Replenishment District of Southern California

#### **Educational Background**

Rhoda received her Bachelor of Science in Accounting from the University of the East. She remains current on accounting matters by attending conferences and continuing education courses focused on governmental accounting and financial reporting, federal and state regulatory matters, and auditing requirements. She has maintained compliance with the continuing education requirements of the AICPA and the California Board of Accountancy.

### Continuing Professional Education

Following are relevant continuing professional education courses completed by Rhoda Dollaga in the past three (3) years:

Course Title	Subject Code	Date
Quarterly Accounting Update – Fall 2025 (45730)	AA	10/14/2025
A Fresh Look at Component Units of State & Local Government Entities	GV	10/07/2025
GFOA's Best Practices Forum	AA & GV	09/15/2025
What Every CPA Should Know About Fraud 25-26 (132207)	Fraud	08/26/2025
Local Government Planning	GV	08/15/2026
2025 OMB Compliance Supplement and Single Audit Update	GV	07/21/2025
Group Audits (Non-PCAOB) – Part 1 (Client Acceptance/Planning) (41488)	GV	06/17/2025
Auditing – Interim Testing (42088)	AA	06/17/2025
2025 Government and Nonprofit Accounting Updates Seminar	GV	06/10/2025
Compliance – Evaluation of Risk and Performing Test Controls (60816)	GV	05/21/2025
Group Audits of State & Local Government Entities (62570)	GV	05/13/2025
2025 Annual Required GAQC Webcast	GV	05/08/2025
Q1 State Local Governments A&A Updates – 2024 (61147)	GV	05/06/2025
CSMFO Annual Conference 2025	GV	02/21/2025
Q4 Quarterly Accounting Update – Winter 2025 (45631)	GV	01/08/2025
Q4 Not-for-Profit A&A Updates – 2024 (61547)	GV	01/07/2025
Q4 State Local Governments A&A Updates – 2024 (61558)	GV	01/06/2025
Common Quality Issues in State and Local Government Financial Statement Audits	GV	10/24/2024
Q3 State Local Governments A&A Updates – 2024 (61557)	GV	10/14/2024
Q2 State Local Governments A&A Updates – 2024	GV	09/16/2024
IT Application for Single Audit	GV	08/23/2024
Government Training	GV	08/15/2024
GASB: The New Financial Reporting Model (61551)	GV	06/25/2024
Compliance- Results of Test and Reporting (60817)	GV	05/29/2024
Compliance Testing (60818)	GV	05/21/2024
Compliance- Evaluation of Risk and Performing Test of Controls (60816)	GV	05/14/2024
Q1 State Local Governments A&A Updates - 2024 (61555)	GV	05/13/2024
SLG: Review of New Audit Templates (61553)	AA	04/02/2024
PwC's Q1 2024 Quarterly Accounting Webcast	AA	03/19/2024
Vasquez & Company LLP: RSM Audit Documentation Refresher	AA	03/01/2024
Vasquez & Company LLP: RSM Audit Sampling Refresher	AA	02/21/2024
2024 Government and Nonprofit Accounting Updates Training	AA	02/15/2024
CSMFO Annual Conference 2024	AA	02/02/2024
GOV Orb – Just the FAQs	AA	01/05/2024
Q4 State Local Governments A&A Updates - 2023	AA	01/04/2024
Q3 Audit Update 2023	AA	10/24/2023
Accounting & Auditing for Lessors Under ASC 842, Leases	AA	10/19/2023
SLG Pension and OPEB Audit Issues	GV	10/09/2023
Ethics for California CPAs	Ethics	09/02/2023
Fraud Prevention	Fraud	09/01/2023



**JASON TAGASA, CISA**  
**IT Audit Senior Manager**

Tel: 213-873-1700

Email: [jtagasa@vasquezcpa.com](mailto:jtagasa@vasquezcpa.com)

### Area of Expertise

Jason's practice is focused on participating in internal audit, compliance, IT risk assurance and financial auditing engagements. He is skilled at audits of various mobile, network and infrastructure systems, databases, ERP applications and data management systems.

- IT Risk Assessment
- Internal controls assessment and optimization
- Business Process and Operations Review
- SOC Reports
- Regulatory guidance and compliance (SOX)
- Project and Program Management
- Disaster recovery and business continuity
- IT Security and vulnerability assessments
- Internal Audit Support

### Professional Background and Affiliations

Jason's professional background includes IT senior auditor with EY. He is a Certified Information Systems Auditor (CISA).

### Representation of Experience

- City of Carson
- City of Culver City
- City of El Monte
- City of Modesto
- City of Needles
- City of Norwalk
- City of Palos Verdes
- City of Simi Valley
- City of Torrance
- City of West Hollywood

### Educational Background

Jason received his Bachelor of Science in Accounting from the University of Santo Tomas. He remains current on accounting matters by attending conferences and continuing education courses which are focused on information systems and financial reporting, as well as federal and state regulatory matters and auditing requirements.

### Continuing Professional Education

Following are relevant continuing professional education courses completed by Jason Tagasa in the past three (3) years:

Title	Subject Code	Date
2025 Government & Nonprofit Accounting Updates Seminar	GV & AA	06/10/2025
2025 Mid-Year Outlook for Internal Audit: Embracing Change, Managing Risk, and Leading with Insight Webcast	AA	06/05/2025
Group Audits of State & Local Government Entities (62570)	GV	05/13/2025
PMP Certification Training	AA	04/29/2025
Q1 Not-for-Profit A&A Update - 2025 (61570)	GV	04/15/2025
Emerging Trends in SOX Compliance: Navigating the Evolving Landscape Webcast	AA	03/31/2025
Refresher on Test of Controls Training	AA	03/11/2025
From Due Diligence to Resilience: Building Robust Third-Party Risk Management	AA	02/26/2025
Risk-Based IT Compliance: The Case for Business-Driven Cyber Risk Quantification	AA	02/26/2025
Demystifying AI Audits: A Practical Guide to Compliance	AA	02/26/2025
Ethics for California CPAs	AA	02/24/2025
Q1 Audit Update 2024 (45164)	AA	05/15/2024
Compliance- Evaluation of Risk and Performing Test of Controls (60816) Training	AA	05/14/2024
Q1 State Local Governments A&A Updates - 2024 (61555)	AA	05/13/2024
Compliance- Understanding/Documenting Internal Controls (60815)	AA	05/07/2024
Audit Documentation Refresher	AA	03/01/2024
Audit Sampling Refresher	AA	02/21/2024
2024 Government and Nonprofit Updates Training	AA	02/15/2024
Audit Methodology Refresher	AA	02/09/2024
GFOA Best Practices Help You Implement and Monitor Your Internal Controls	GV	02/01/2024
Rethinking Financial Reporting	GV	02/01/2024
GASB Update - Recently Issued Pronouncements	GV	02/01/2024
Comparison of IFRS to U.S. GAAP-2023 (48627)	AA	09/26/2023
Comparison of IFRS to U.S. GAAP-2023 (48627)	AA	09/26/2023
Control Testing for Financial Statements of State and Local Governments (62564)	AA	08/08/2023
Control Testing for Financial Statements of State and Local Governments (62564)	AA	08/08/2023
Testing State and Local Government Expenditures/Expenses When There are Multiple Opinion Units (62568)	AA	07/25/2023
Testing State and Local Government Expenditures/Expenses When There are Multiple Opinion Units (62568)	AA	07/25/2023



### **KIMBERLY KABIGTING**

#### **Senior Associate – Audit**

Tel: 213-873-1711

Email: [kkabigting@vasquezcpa.com](mailto:kkabigting@vasquezcpa.com)

#### **Area of Expertise**

Kimberly's practice is focused on participation in all aspects of financial and compliance audits, including internal control reviews, Single Audits performed in accordance with Office of Management and Budget Uniform Guidance, program-specific audits, financial statement reviews, forecasts, and projections to government agencies, preparation of comprehensive annual financial reports, and State Controller's reports.

#### **Representation of Experience**

- Victor Valley Wastewater Reclamation Authority
- Water Replenishment District
- Los Angeles Community College District
- University of California
- San Gabriel Valley Water Company

#### **Prior Experience**

Kim's experience includes serving as an auditor at PwC and almost 2 years at SM Retail Philippines as a general accountant and sales audit associate.

#### **Professional Background and Affiliations**

Kim's professional background includes experience with various accounting software, including Oracle, QuickBooks, and Windows programs. She is a Certified Public Accountant licensed to practice in the Philippines and a member of the Philippine Institute of Certified Public Accountants (PICPA).

#### **Educational Background**

Kim received her Bachelor of Science Degree in Accountancy from Far Eastern University. She remains current in accounting by attending conferences and continuing education courses on topics relevant to accounting and financial reporting. She maintains compliance with the AICPA's continuing education requirements and the California Board of Accountancy's continuing education requirements.

### Continuing Professional Education

Following are relevant continuing professional education courses completed by Kimberly Kabigting in the past three (3) years:

Title	Subject Code	Date
2025 Government and Nonprofit Accounting Updates	AA	6/10/2025
2025 Government and Nonprofit Accounting Updates	GV	6/10/2025
Compliance- Evaluation of Risk and Performing Test of Controls (60816)	GV	08/18/2025
Group Audits of State & Local Government Entities (62570)	GV	05/13/2025
Public Sector: Auditing Alternative Investments (62571)	GV	01/22/2025
Quarterly Accounting Update - Winter 2025 (45631)	AA	01/08/2025
Government Industry Training	GV	8/15/2024- 08/16/2024
Audit Documentation Refresher	AA	04/23/2024
Introduction to Ethics Self-Study (52085)	Ethics	02/04/2024
Auditing Nonprofit Organizations - Intermediate (65103)	AA	01/31/2024
Introduction to Governmental Audit and Accounting Issues (60063)	AA	02/04/2024
Performing an Audit in Accordance with Government Auditing Standards (62076)	GV	02/04/2024
Unique GASB Accounting, Reporting and Audit Related Issues for Intermediate Level Auditors (60064)	GV	02/04/2024
Auditing State and Local Governments - Advanced (60065)	AA	02/04/2024
Auditing Not-for-Profit - Introduction (64103)	AA	05/27/2024
Applying Accounting and Audit Research Skills During an Audit (40299)	AA	05/27/2024
Business Combinations: Consideration, Transaction Costs, and Measurement Period Adjustments (41342)	AA	05/07/2024
Auditing and Reporting of State and Local Government	GV	08/23/2023- 08/25/2023
PCAOB Auditor Reporting (48209)	AA	05/07/2023
The Green Zone: Fostering Respect in the Workplace for Senior Associates and Above (58313)	Ethics	05/07/2023

## B. Prior Experience Auditing Cities, Independent Special Districts, and Other Local Governments

### Experience in Auditing California Agencies

Vasquez and Company LLP is a Limited Liability Partnership established in 1969 and registered with the State of California Department of Consumer Affairs, with over 55 years of experience in performing financial, compliance, and performance audits, internal control reviews, fraud investigations, and risk assessments of government agencies. Our specialists also have technical expertise in conducting audits of cities, utilities, transportation compliance, construction contracts and leasing, affordable housing, HUD-funded low-income housing, and local governance.

### Why Vasquez?

The AICPA ranks us among the nation's top 1% of accounting firms (G400). In addition:



Vasquez has been recognized as one of *INSIDE Public Accounting's* "Top 300 Firms in 2025".



Accounting Today has named us a West Coast Regional Leader for two consecutive years.

### Value Added Services

As a regional firm with former partners and managers from international accounting firms, we offer a superior service characterized by timely, personalized attention. Our professionals deliver innovative yet practical solutions that help clients gain a competitive advantage. The following represents a partial list of benefits that would be available to the LAFCOs as a client of the firm:

- Specialty and expertise in financial, compliance, internal, and performance audits.
- Knowledge of government "best practices".
- Extensive partner involvement.
- Practical information about current trends.
- Routine consultation throughout the year.
- Cutting-edge technology utilized to minimize audit costs for you.
- Quality assurance is built into all aspects of the engagement, from staffing to planning, execution, and reporting.

### Experience Performing Governmental Financial Statements and Audits

Vasquez performs numerous financial statements and compliance audits of governmental organizations. These audits include risk assessments conducted under a structured approach based on the standards outlined in the COSO Principles.

Our audits are performed in accordance with auditing standards generally accepted in the United States, Government Auditing Standards, OMB Uniform Guidance, and the Office of the State Controller's Minimum Audit Requirements and Reporting Guidelines for California Special Districts (when applicable). Below is a listing of our experience in auditing California agencies and performing governmental financial statements and audits.

# Riverside LAFCO

## Proposal to Provide Audit Services

Clients		
City of Agoura Hills	City of Malibu	Desert Water Agency
City of Alhambra	City of Maywood	Encina Wastewater Authority
City of Antelope Valley	City of Modesto	Hidden Valley Municipal Water District
City of Arcadia	City of Montebello	Imperial County Transportation Commission
City of Avalon	City of Irwindale	Los Angeles County Metropolitan Transportation Authority
City of Artesia	City of La Puente	Metropolitan Water District of Southern California
City of Azusa	City of Monterey Park	Moulton Niguel Water District
City of Baldwin Park	City of Moreno Valley	Municipal Water District of Orange County
City of Bell	City of Needles	Needles Public Utility Authority
City of Bell Gardens	City of Norwalk	Orange County Sanitation District
City of Beverly Hills	City of Palos Verdes Estates	Plumas County Transportation Commission
City of Calabasas	City of Pico Rivera	Pomona Valley Transportation Authority
City of Carson	City of Pomona	Port of Long Beach
City of Commerce	City of Rosemead	Santa Barbara Metropolitan Transit
City of Compton	City of San Fernando	San Bernardino County Transportation Authority
City of Covina	City of Santa Fe Springs	Santa Clara Valley Water District
City of Cudahy	City of Santa Monica	San Gabriel Basin Water Quality Authority
City of Culver City	City of Simi Valley	San Gabriel Valley Council of Governments
City of Diamond Bar	City of South El Monte	San Joaquin Regional Transit District
City of Downey	City of South Gate	San Joaquin Valley Library System
City of El Monte	City of Torrance	Southern California Association of Governments
City of Hawthorne	City of Vernon	Southern California Regional Rail Authority
City of Hidden Hills	City of Walnut	SunLine Transit Agency
City of Huntington Park	City of West Hollywood	United Water Conservation District
City of Industry	City of Westlake	Upper San Gabriel Valley Municipal Water District
City of Inglewood	Alameda Corridor-East Construction Authority	Victor Valley Wastewater Reclamation Authority
City of Lawndale	Antelope Valley Transit Authority	Water Replenishment District of Southern California
City of Long Beach	California American Water	

*[Please refer to Page 22 on the References section regarding the date current clients have been served.](#)*

### Familiarity with Annual Comprehensive Financial Reports – GFOA and CSMFO Client Awardees

Vasquez professionals are acknowledged experts on GAGAS regulations and GASB reporting requirements. In addition, we have substantial experience in preparing Annual Comprehensive Financial



Reports that have assisted our clients in achieving the Government Finance Officers Association Award for Excellence in Financial Reporting.

Cristy Canieda, Vasquez Government Practice Leader, is a reviewer for the Government Finance Officers Association. The following is a representative list of Vasquez government client engagements we have assisted in achieving their GFOA and CSMFO Certificate of Achievement for Excellence in Financial Reporting.

- City of Baldwin Park
- City of Carson
- City of Culver City
- City of El Monte
- City of Modesto
- City of Simi Valley
- City of Torrance
- City of Norwalk
- City of West Hollywood
- City of San Fernando
- City of Moreno Valley
- City of South El Monte
- City of Lynwood
- United Water Conservation District
- San Joaquin Regional Transit District
- Water Replenishment District of Southern California
- Upper San Gabriel Valley Municipal Water District
- Victor Valley Wastewater Reclamation Authority
- Encina Wastewater Authority
- Santa Clara Valley Water District

### **C. Assistance in Implementation of GASB No. 34 and Other GASB Pronouncements**

Our firm encourages early adoption of all applicable Government Accounting Standards Board (GASB) statements. Some of these standards have been monumental in establishing new financial reporting requirements for state and local governments throughout the United States and restructured much of the information that had been presented in the past.

We take a proactive approach in assisting all our government clients in understanding GASB activities from exposure drafts to the implementation of new standards. We accomplish this through our collaborations with GASB, GFOA, ASBO, AICPA Government Audit Quality Center.

Vasquez delivers annual training sessions for local government clients and proactively coordinates requirements to ensure smooth implementation. We work closely with clients to review and plan for the impact of new GASB standards, providing practical guidance and ready-to-use templates to streamline the implementation process.

#### **GASB 34 and Implementation**

GASB Statement No. 34 requires that government-wide financial statements be prepared on the accrual basis of accounting. It introduced two key government-wide statements - Statement of Net Position and Statement of Activities - to provide a more comprehensive view of a government's overall financial health. The standard also mandated the inclusion of Management's Discussion and Analysis (MD&A) to help users interpret financial data. Additionally, governments must report capital assets and infrastructure, including depreciation, which was not previously required.

Overall, GASB 34 significantly enhances transparency and comparability in public sector financial reporting. Since its implementation in the early 2000s, Vasquez has assisted local governments in transitioning to these new reporting requirements and has continued to support clients with the adoption of subsequent GASB standards.

### D. References of Local Government Clients

Client Contact	Engagement Description	Engagement Partners
<p><b>City of Modesto</b>                      1010 Tenth Street, Suite 6600                      Modesto, CA 95354                      DeAnna Christensen                      Director of Finance                      City of Modesto  <a href="mailto:dachristensen@modestogov.com">dachristensen@modestogov.com</a>                      (209) 577-5387</p>	<p>Annual Financial, Compliance Audit, Single Audit (Uniform Guidance), Transportation Development Act (TDA) Audit, Abandoned Vehicle Abatement (AVA) Audit, GANN Limit, Measure H Audit, Community Facilities Districts Audits, State Controller's Report, and Audits of the Following Joint Powers Agencies - Tuolumne River Regional Park and Modesto-Ceres Fire Protection Agency. <b>GFOA Award.</b> 1,343 Hours.                       Year: FY 2023 to Current</p>	<p>C. Canieda                      Lead Partner                       R. Dollaga                      Audit Senior Manager                       J. Tagasa                      IT Audit Manager</p>
<p><b>City of Norwalk</b>                      12700 Norwalk Blvd                      Norwalk, CA 90650                      Jana Stuard,                      Finance Director  <a href="mailto:JStuard@norwalkca.gov">JStuard@norwalkca.gov</a>                      (562) 929-5748</p>	<p>Annual Financial and Compliance Audit, Single Audit (Uniform Guidance), GANN Appropriation Limit, Transit Fund Audit, Financing Authority Audit, Childcare Program Audit, JPA Audit, and Management Letter. <b>GFOA Award.</b> 900 Hours                       Year: FY 2022 to Current</p>	<p>C. Canieda                      Lead Partner                       R. Dollaga                      Audit Senior Manager                       J. Tagasa                      IT Audit Manager</p>
<p><b>City of Carson</b>                      701 Carson St b24                      Carson, CA 90745                      William Jefferson,                      Finance Director  <a href="mailto:wjefferson@carsonca.gov">wjefferson@carsonca.gov</a>                      (310) 952-1700</p>	<p>Annual Financial and Compliance Audit, Single Audit (Uniform Guidance), State Controller's Report, AQMD Fund Audit, Measure W Audit. <b>GFOA Award.</b> 800 Hours                       Year: FY 2021 to Current</p>	<p>C. Canieda                      Lead Partner                       J. Tagasa                      IT Audit Manager</p>

### E. Capabilities in General Consulting and Compliance Auditing

#### Firm Resources

Since its inception, Vasquez has focused on serving governmental entities. As a result, the government industry comprises the largest portion of the industries we serve today.

Category	#
Partners	7
Directors	9
Sr. Managers/Manager	20
Supervisors	19
Senior Auditors	85
Staff Auditors	8
Professionals	148
Administrators	38
<b>Total</b>	<b>186</b>

### Government Practice Group

The Vasquez Government Practice Group comprises over **100** professionals trained and experienced in serving government entities, specializing in California cities, municipal water, transportation, education, and other special districts.

The Vasquez Government Practice Group comprises professionals from international accounting firms seeking to focus on their chosen industry —mainly government and nonprofit —and to work with greater autonomy in a progressive, agile, and client-centric environment. Vasquez's leadership comprises 16 directors and partners, each of whom previously worked with one or more global accounting firms. This experience emphasizes quality, innovation, performance standards, opportunity, discipline, and professional growth.

### Range of Services

Vasquez is a full-service firm focused on serving government agencies and other nonprofit organizations. Below is a graph of the different lines of business and service areas.



Our team offers extensive experience in general consulting and compliance auditing for government and nonprofit entities. We assist clients in strengthening internal controls, ensuring adherence to applicable regulations, and improving operational efficiency. Our consulting services include policy development, risk assessments, and financial process reviews tailored to each agency's unique needs. In compliance auditing, we evaluate conformity with federal, state, and local requirements, including grant compliance, GASB standards, and procurement regulations. Our approach emphasizes collaboration, transparency, and actionable recommendations to support long-term accountability and performance.

### 5. Approach, Scope, and Timing of Audit

#### A. Firm's Approach to LAFCO Type Audits

As part of an audit engagement, we leverage a formal project management methodology to help ensure that all tasks are planned effectively and ultimately completed on time, and that any schedule changes are properly documented and authorized.

Embedded within your audit team are experienced project managers who have strong project management skills. These Vasquez team leaders will provide highly collaborative project management expertise and consultation to the LAFCOs to ensure no surprises during the audit. Additionally, Vasquez will continually seek ways to improve the management and execution of the audit. We want to ensure that audit planning, scheduling, and budgeting are executed properly and in a timely manner.

At each phase of our engagement, our client service standards guide us toward providing an exceptional customer experience – one in which we become a trusted adviser and bring innovative ideas and solutions that deliver value to you.

- **We understand.** Our audit and consulting professionals follow our CaseWare process, which provides a thorough understanding of your business, current situation, needs, and expectations to ensure no surprises at each phase of the engagement.
- **We communicate.** Our team is trained to communicate with consistent and open dialogue at the right time to the right people.
- **We collaborate.** We collaborate to bring together the right expertise to meet your needs, proactively resolve emerging issues, and deliver innovative ideas and solutions that add value to you.
- **We deliver.** We deliver what we promise – on time, on budget, and with the highest quality.



At Vasquez, we want to build strong relationships with our clients and continuously seek ways to ensure our services align with their needs. We believe it is important to strive for continuous improvement in how we interact with and deliver services to clients. We do this, in part, by adhering to defined client service standards and by seeking client feedback on our performance.

Every financial statement audit engagement presents a different set of challenges. No two organizations are the same, and therefore, we must tailor the audit to each organization based on the specific risks identified.

*Our audit approach is based on a risk assessment process which is planned and executed by experienced auditors. The results as depicted below form the basis for our audit strategy and procedures, and ultimately yield practical comments for strengthening internal controls and improving practices, as well as our opinion on the financial statements and our auditor's reports on internal control and compliance with laws and regulations.*



### Risk Assessment

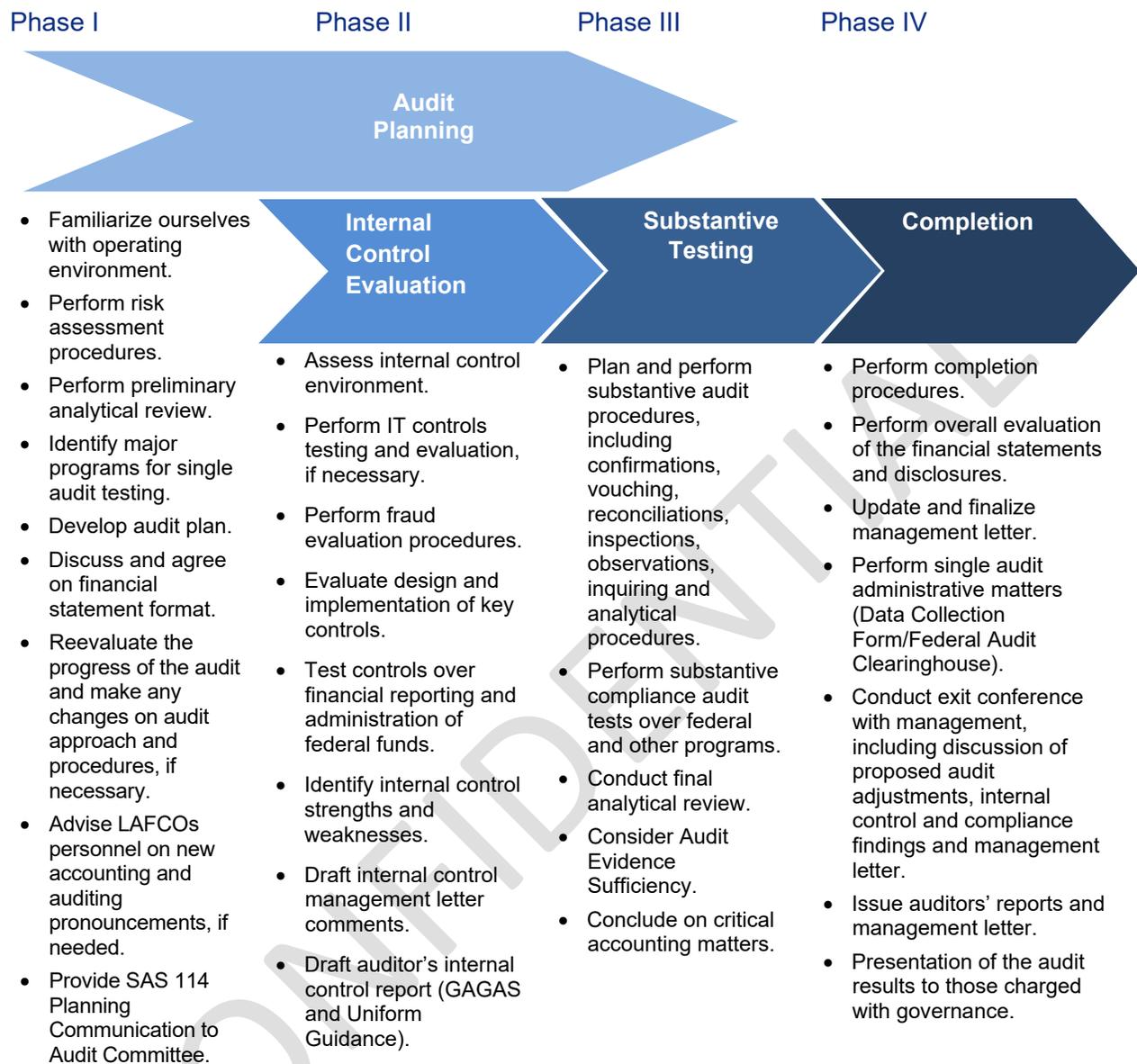
The design of an effective audit plan depends on the audit team's ability to identify and assess the risk that the financial statements contain a material misstatement, whether caused by error or fraud. The risk assessment process will include:

- Obtaining an understanding of the LAFCOs and the environment in which it operates. This includes efforts to understand the events, conditions, and organizational activities that might reasonably be expected to have a significant effect on the risks of material misstatement. An understanding of LAFCOs and the environment often involves consideration of the regulatory environment, business objectives and strategies, and the selection of an accounting application.
- Considering information gathered during the engagement acceptance and continuance evaluation, including prior reports, audit planning activities, previous audits, and other non-audit engagements performed for the LAFCOs.
- Inquiring from the audit committee, management, and others within the LAFCOs about risks of material misstatement.
- Obtaining an understanding of the LAFCO's internal controls over financial reporting.
- Performing analytical procedures, such as a comparison of the LAFCO's current financial statement account balances to prior year financial statements and budgeted amounts, and/or comparison of current relevant financial ratios to industry ratios or prior year ratios.

### Developing an Audit Strategy

In developing an audit strategy, we may decide to test LAFCO's internal controls over certain systems and processes. We assess the desirability of adopting such a strategy by considering cost/benefit considerations, the volume of transactions, and prior-year control testing results. If test results indicate that the LAFCOs internal controls are effective, we may decide to reduce the level of substantive tests that we perform as a basis for our opinion.

### Proposed Segmentation of Audit



### Phase I – Audit Planning

The planning phase lays the foundation for the direction of our audit efforts. It encompasses the following steps:

- Conducting entrance conferences with the appropriate LAFCO management personnel. The agenda would include, but need not be limited to, the following:
  - The application of generally accepted accounting principles
  - Concerns of LAFCOs' management
  - Report requirements, refinements, and deadlines
  - Initial audit approach and timing schedule
  - Assistance by LAFCOs' personnel
  - Establishment of principal contacts
  - Progress reporting process
  - Consideration of Fraud in a Financial Statement Audit
  - The auditors' responsibility for fraud prevention
  - Scheduling inquiries of management and others (including non-accounting personnel) about the risk of fraud
- We believe it is important for us to assist the LAFCOs in implementing new accounting, auditing, and compliance requirements. It is for that reason that we intend to schedule training with LAFCOs personnel involved in all phases of the audit to ensure they have a clear understanding of the latest technical changes in their respective areas, as well as the audit requirements and timeline.

Expanding our understanding of the LAFCOs and their operating environments. We will accomplish this by familiarizing ourselves with and updating our knowledge of applicable background information on LAFCOs, their component units, their mission, funding sources, and structure.

Drawing on our background knowledge of LAFCOs and our fact-finding process, we will develop an in-depth understanding of the areas of concern. We will meet with LAFCOs' management to discuss areas that may significantly impact the timing and completion of the audits, or that may be of particular concern to management. We will review such areas in-depth to obtain an early understanding and resolution of any "problem" areas that may impede our progress and to develop our overall approach so that the LAFCOs will have sufficient time to develop the data necessary for the completion of the audit with a minimum amount of disruption to the day-to-day routine.

Our planning process will include a specific review of computer activities performed by LAFCOs personnel to:

- Determine the organizational and operational controls over the data being processed, including, but not limited to, system development and maintenance controls, hardware controls, and access controls.
- Evaluate the degree of "control consciousness" among personnel.
- Determine the potential impact of general control strengths and weaknesses.
- Consider the possibility of management override of controls.

Our principal sources of information for this review will be interviews with responsible accounting and computer operations personnel, reviews of program documentation for the LAFCOs system, and direct observations made by our audit team.

- The audit team will use our analytical review techniques to identify other areas that may require attention. Until the year-end account balances are finalized, our review will focus on budgets compared to actual/projected information. We can thus identify sensitive areas to determine whether they require extra attention. We will also focus on unusual fluctuations occurring within individual funds to identify accounts and areas that merit further investigation.

Based on our understanding of LAFCOs' operating environment, and through our analytical review and other planning procedures, we will meet with LAFCOs personnel to highlight areas to emphasize during

the audit. We will concentrate our efforts on the identified areas of audit concern and areas that we know to be important to LAFCOs' management. Some of our preliminary audit concerns are elaborated as follows:

- Compliance with applicable laws, regulations, and reporting requirements
- Receipt of all revenue to which the LAFCOs is entitled.
- Purchase authorizations within budgetary limitations.
- Adequate safeguarding of LAFCO's cash, investments, and inventory assets.
- We will work directly with the appropriate LAFCOs personnel to discuss the financial statements and footnotes in accordance with all authoritative accounting systems and interpretations. Accordingly, we will meet to discuss and agree on the format for the individual and general-purpose financial statements, as well as any additional requirements arising from recent or pending professional pronouncements. (See "Phase IV - Completion" for a more in-depth discussion of our financial reporting capabilities.)

### Interim Audit Testing

Our audit approach is flexible and tailored to fit the LAFCOs' evolving needs. We will work with you to review the current audit schedule to determine the best approach for the various phases of the financial statement audit. We offer you the option of an interim audit effort or an audit after year-end. There are several advantages to performing interim testing, such as:

- It shifts the timing of our testing into less busy periods of the year for your staff and our staff.
- It allows us to focus on the high-risk areas before the year-end close, providing more time to deal with issues.
- It allows us to judge the quality of the interim period, rather than solely year-end, financial statement information, and cut-offs, which allows more opportunity for us to identify and for the LAFCOs to implement best practices over internal controls and processes.

There are advantages to performing interim audit testing, and, as we stated previously, we will work with you to determine the best approach, and you will control this process.

### Phase II – Control Evaluation

Understanding how key systems and processes contribute to your overall processing environment and affect the reliability of financial information is a primary element of our audit approach. Our objective is to assess whether the standards of security, integrity, continuity, and control are conducive to reliable processing, consistent with the LAFCOs technology standards, and appropriate to safeguard your information assets.

#### Information Technology (IT) - General Controls

IT General Controls are pervasive controls within the IT environment. The following types of IT General Controls are typically addressed in our audit approach:

- **Logical security (access to programs and data)**—includes the components of management governance over Information Technology (policies and procedures, monitoring), application configuration (passwords, service accounts, super users, user identification/authentication), and security of the physical assets.
- **Change control management**—assesses program changes (upgrades, service patches, source code) moved into the production environment, and the processes applied to ensure the appropriate initiation, authorization, segregation, testing, and approval are evident.
- **Data backup and recovery**—reviews that the data backup process and ability to recover data for the financially significant applications, databases, spreadsheets, and operating systems for the given opinion period are complete, tested, and maintained, including the handling of errors.
- **Job processing**—tests for the completeness of data interfacing into financially significant applications and the change management processes for handling errors, script changes, and interface edits.

- **Security administration**—addresses the user access provisioning (new hire onboarding, position/role changes, employee separation) for the financially significant applications, databases, spreadsheets, and operating systems, along with management's review of access for completeness, segregation of responsibilities, and accuracy.

*Out testing of IT application controls provides strong audit evidence and streamlines the audit process.*

### Information Technology (IT) – Application Controls

IT Application Controls apply to the business processes they support. These controls are embedded within the software applications to prevent or detect unauthorized transactions. When combined with manual controls, application controls verify the completeness, accuracy, authorization, and validity of processing transactions. Our methodology for assessing application controls is as follows:

- Define materiality by the system, such as utility billing, cashiering, purchasing and disbursements, revenues, payroll, and asset management, using business process mapping as a starting point.
- Map various transaction types to identify key controls and determine if the control is an application control or manual control.
- Utilize our proprietary questionnaires to help verify and test various automated controls.
- Through inquiry, review of written policies and procedures, and on-site testing, evaluate application security controls, which are controls to verify that minimum access to applications is allowed for individuals to perform their job.
- Through inquiry, review of written policies and procedures, and on-site testing, evaluate input controls that ensure that transactions are initially recorded, entered, and accepted by the application accurately and completely.
- By developing and testing a sample of transactions, evaluate processing controls, which ensure that transactions are processed by the application programs accurately and completely.
- Through inquiry and review of written policies and procedures, evaluate output controls, which ensure that output is complete and is delivered (standard or customized) to the appropriate parties in an appropriate manner.
- Through inquiry, review of written policies and procedures, and tests of a sample of transactions, evaluate interface controls, which ensure that transactions between multiple systems are secure, and the integrity of the information transmitted is maintained, accurate, and complete.

### Phase III – Substantive Testing

Sampling is one of the methods we use to obtain efficiency in the audit process. In designing and implementing a sampling plan, we consider the specific audit objective to be achieved and determine which audit procedures will achieve it. We will:

- Define the objective of the test.
- Define the population to be sampled, the population element to be examined (sampling unit), and what an error is.
- Determine which sampling technique is most appropriate.
- Determine the appropriate sample size and select a sample intended to represent the population.
- Examine each sample item to determine whether it represents an error or an exception.

Substantive Testing – The purpose of the substantive tests is to provide reasonable assurance of the validity of the information produced by the accounting system. These tests will include various detailed tests, such as inspection of underlying source documents, confirmations, and reconciliations. We will also perform analytical procedures, including ratio analysis, comparisons of actual-to-budget information, and other procedures. Specifically, tests that we have found to be effective and efficient for the LAFCOs' audits include confirmation of cash, investments, grants receivable, loan balances and debt, tests of subsequent receipts for selected receivables, and unrecorded liabilities for payables.

Consideration of Fraud – The primary responsibility for preventing and detecting fraud rests with those charged with governance and management. It is important that management, under the oversight of those charged with governance, places a strong emphasis on fraud prevention, which may reduce opportunities for fraud, and fraud deterrence, which could persuade individuals not to commit fraud because of the likelihood of detection and punishment. This involves a commitment to creating a culture of honesty and ethical behavior, which can be reinforced by active oversight by those charged with governance. Oversight by those charged with governance includes considering the potential to override controls or other inappropriate influence over the financial reporting process.

We are responsible for obtaining reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. Accordingly, as part of our audit planning process, we will perform procedures to obtain information that will be used for identifying the risks of material misstatement due to fraud, such as the following:

- Discussions with management and others within the LAFCOs. These discussions would focus on obtaining an understanding of management's: (a) assessment of the risk that the financial statements may be materially misstated due to fraud, including the nature, extent, and frequency of such assessments; (b) process for identifying, responding to, and monitoring the risks of fraud in the LAFCOs, including any specific risks of fraud that management has identified or that have been brought to its attention, or classes of transactions, account balances, or disclosures for which a risk of fraud is likely to exist; (c) communication, if any, to those charged with governance regarding its processes for identifying and responding to the risks of fraud in the LAFCOs; and (d) communication, if any, to employees regarding its views on business practices and ethical behavior. We will also make inquiries of management and others within the LAFCOs as appropriate to determine whether they have knowledge of any actual, suspected, or alleged fraud affecting the LAFCOs.
- Discussions with those charged with governance. We will understand how those charged with governance exercise oversight of management's processes for identifying and responding to fraud risks in LAFCOs, as well as the internal controls management has established to mitigate these risks.
- Evaluation of unusual or unexpected relationships identified. Unusual or unexpected relationships, variances, or balances we may identify during our preliminary analytical review procedures will be evaluated for indications of risks of material misstatement due to fraud.
- Discussions among our audit team members. This discussion will involve our audit team members exchanging ideas and brainstorming about how and where the LAFCOs' financial statements might be susceptible to material misstatement due to fraud, how management could perpetrate and conceal fraudulent financial reporting, and how LAFCO assets could be misappropriated.

Adjusting Journal Entries – Proposed adjusting journal entries by our auditors, if any, will be discussed and explained to the Finance Director and others as appropriate. It is our practice to discuss issues and proposed audit entries with the program manager or the management personnel immediately responsible for the program to ensure we have not misunderstood the situation. This will ensure that the proposed entry or management comment and recommendation are accepted by the immediate manager and ensure that the recommendation is feasible and makes business sense. It is also our policy to address issues as they arise rather than at the end of the audit. In short, there will not be any surprises.

Our work plan's final element is the regular reporting to LAFCOs management personnel to apprise them of our progress. We believe communication is vital. Therefore, we have stressed the importance of maintaining close, continuous relationships throughout this proposal and have outlined the points we will meet to discuss and make decisions.

*Any and all potential exceptions or findings will be immediately discussed with knowledgeable personnel and summarized in weekly status meetings to ensure accuracy of any findings, time for management to correct noted deficiencies and the avoidance of any surprises.*

### Phase IV - Reporting

- Review federal, state, and other grant reporting requirements,
- Determine which internal control findings are significant deficiencies or material weaknesses,
- Prepare findings and draft the auditors' reports,
- Prepare GASB-compliant financial reports
- Review draft reports with LAFCOs management, and
- Evaluate management feedback and proposed corrective actions, make revisions as necessary, and finalize the report.

Ample time will be provided for management review of all reports in draft form.

### Our Tools



Vasquez utilizes CaseWare electronic audit workpapers for a more efficient and intelligent audit process. CaseWare is also useful for financial analysis and reporting, including financial statement preparation.



To help manage the data flow for our testing, we utilize the Vasquez Citrix ShareFile, a secure and regulatory-compliant tool, to manage the many requests more effectively and efficiently for the information necessary to conduct an engagement of this size.



Office 365 provides access to Office applications, online productivity services, and business services such as web conferencing, hosted email, and online storage.



We use IDEA software to analyze data in unique ways and the audit sampling process.



DataSnipper allows us to conduct automated document matching, text recognition, and document review and management.

### Tasks Required as Part of A-133 Single Audit

We will utilize an integrated audit approach if a single audit is required. This means we will coordinate the single audit testing of major federal programs with the testing of internal controls and systems in conjunction with the financial statement audit. Each major program requires a separate opinion on compliance with federal rules and regulations. The scope of our testing will be sufficient and specific enough to allow opinions on each of the LAFCOs' major programs. In addition, we will perform risk assessment procedures, including:

- Review of prior years' reported findings
- Consider the extent of continuing or new personnel assigned to administer each major federal program.

Our procedures for testing major federal programs will be performed as follows:

- Hold a planning meeting with the accounting managers and grant administrators.
- Make a preliminary assessment of the condition of the records and controls and determine the procedures necessary to document the systems.
- Obtain copies of the grant agreements under which federal financial assistance is provided.

- Document any program-specific compliance requirements in the agreements beyond those included in the OMB Compliance Supplement.
- Review reports completed to meet the federal financial reporting requirement.
- Document our understanding of program requirements and other laws and regulations.
- Establish detailed work plans and audit timetables in conjunction with management.
- Schedule regular status meetings to monitor the audit process.
- Review the inventory of grants and other federal and state assistance.
- Test the completeness and accuracy of the schedule of expenditures of federal awards.
- Examine external, state, and federal audit reports for control weaknesses, compliance exceptions, or questioned costs.

### Extent to Which Statistical Sampling is to be Used in Engagement

Non-statistical sampling is most often employed in our internal control testing and compliance testing procedures during the single audit. The extent of testing and sampling depends on many factors, including environmental controls, the program's complexity, previous audit findings, changes in federal statutes, and the number of locations at which controls are administered. Our sampling plan will conform to the AICPA's guidance for testing compliance. The number of sample sizes will depend on the assessment of controls and the inherent risk of noncompliance in a major program.

### Type and Extent of Use of Software in Audit Engagement

Vasquez has been paperless for over 15 years and has been utilizing electronic workpapers. All staff members are skilled at auditing in an electronic data processing (EDP) environment and have extensive experience with software applications. Our audit personnel have a wealth of experience in evaluating complex computerized accounting systems of governmental agencies. They are proficient at:

- Analyzing an organization's information systems.
- Determining the controls and audit processes required to provide assurance that the information produced is reliable and that the system and data contained therein are secure.

Vasquez utilizes Caseware using RSM audit methodology. Our staff generates detailed working papers on laptop computers through either downloads or inputs provided by our clients. This process significantly reduces the amount of time LAFCO personnel must spend preparing audit schedules.

### Analytical Procedures That May be Used

Analytical review techniques will be utilized to identify other areas that might require attention. Until the year-end account balances are finalized, our review will focus on budgets compared to actual/projected information. We can, thus, identify certain sensitive audit areas to determine whether they are indeed areas requiring extra attention. We will also focus on unusual fluctuations occurring within individual funds to identify accounts and areas that merit further investigation.

Based on our understanding of the LAFCO's operating environment, through our analytical review and other planning procedures, we will meet with the LAFCO personnel to highlight areas to be emphasized during the audit. We will concentrate our efforts on the identified areas of audit concern and areas we know are important to the LAFCO Officials. Some of our preliminary audit concerns are elaborated as follows:

- Compliance with applicable laws, regulations, and reporting requirements.
- All matters of compliance with GASB statements and interpretations.
- Receipt of all revenue to which the LAFCO is entitled.
- Purchases are authorized and within budgetary limitations.
- Encumbrances and liabilities are recorded and charged to proper budgetary accounts.
- Proper accounting and disclosure of developer agreements and similar commitments.
- Proper accounting for capital assets, including infrastructure assets.
- Proper recording of outstanding obligations.

### Approach to be Taken to Gain and Document Understanding of LAFCO's General Internal Control Structure

To gain and document our understanding of the LAFCO's internal control structure, we will review the LAFCO's policies and procedures, meet with appropriate management personnel to ascertain the actual operation of policies and procedures, and carry out compliance tests to document internal control strengths and weaknesses. In reviewing controls over information technology systems, the emphasis would be placed on the following:

- Determination of the organizational and operational controls over the data being processed, including but not limited to system development and maintenance controls, hardware controls, and access controls.
- Evaluation of the degree of "control consciousness" among personnel.
- Determination of the potential impact of general control strengths and weaknesses.
- Consideration of the possibility of management override of controls.

### Approach to be Taken in Drawing Samples for Purposes of Compliance Testing

The extent of testing and sampling depends on many factors, including environmental controls, the program's complexity, previous audit findings, changes in federal statutes, and the number of locations at which controls are administered. Our sampling plan will conform to the AICPA's guidance for testing compliance. However, the number of sample sizes will depend on assessing controls and the inherent risk of noncompliance in a major program.

### Consideration of Laws and Regulations

An audit performed in accordance with Government Auditing Standards requires auditors to report on the LAFCO's internal control over financial reporting and on compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. Accordingly, we will test the LAFCO's compliance with certain regulations, such as compliance with budget preparation and budgetary requirements, investment reporting, and compliance with other contracts, such as bond covenants and grant agreements.

### Assistance Required from Participating LAFCOs Staff

Our audit approach assumes that representatives of the LAFCO staff will fully participate in the planning, fieldwork, and completion of the audit process. Full participation means that the LAFCO will provide the resources necessary and the requested documents to allow Vasquez to complete the audit in a timely and effective manner while meeting your deadlines. We anticipate that the management and staff of the LAFCO will participate and assist in the following areas:

- Participating in audit planning sessions to provide perspective on risk areas in the audit;
- Providing the documentation of internal controls;
- Providing information on the PBC list prior to commencing fieldwork;
- Participation in fact-finding interviews with various LAFCO staff and consultants, as necessary;
- Encouraging the free exchange of information between the LAFCO staff and the Vasquez staff;
- Committing to a year-round audit approach and interaction with the auditors;
- Providing open access to LAFCO management;
- Timely responses to information requests and audit resolution issues.

### Breakdown of Hours

Position	Planning and Internal Control Testing	Fieldwork	Reporting	Total
Partner	2	6	2	10
Manager	5	16	8	29
Senior	22	49	14	85
Total Hours Per Agency (LAFCO)	29	71	24	124

### Staffing Plan

Vasquez utilizes ProStaff resource planning software. ProStaff is an efficient way to organize staff schedules and assignment planning. ProStaff Suite delivers a versatile and adaptable tool to handle the accounting industry's most complex organizations. The configurable modules allow us to unify scheduling, planning, and budgeting processes into a single solution.

As part of an audit engagement, we utilize ProStaff project management methodology to help ensure that all tasks are planned effectively and ultimately completed on time and that any changes in the schedule will be properly documented and authorized. As part of the planning process, we will work with you to agree on a communications plan to set forth the protocols for periodic status updates and escalations throughout the project. We will provide regular status reporting consistent with the communications plan throughout the audit.



These tools supported effective resource planning and project management for each engagement, ensuring that deadlines are consistently met. Vasquez attests that all local government clients that participate in in the GFOA Excellence in Financial Reporting program have successfully submitted their ACFR by the required deadlines.

### Potential Time & Cost Saving Measures

Our project management and time management procedures and tools, in addition to our staffing methods, allow us to allocate the proper controls regarding budget and cost control initiatives. We utilize NetSuite to generate project budget vs. actual analysis. In the event that items outside our agreed-upon scope of services or items beyond our control are in effect, we will maintain an open line of communication with the LAFCOs to discuss potential budget overrun. Refer to our cost proposal for more information.

## B. Firm's Understanding of Objectives and Scope of Engagement

Vasquez understands the complexity of LAFCOs and the scope of service requested. Our audit approach is meticulously tailored to meet all technical requirements while maintaining professional skepticism and a commitment to service excellence. We achieve this through comprehensive partner involvement in all audit phases and by assigning experienced governmental audit staff to the engagement. This ensures timely decision-making and minimizes disruption to your staff.

[Please refer to Pages 1-2 on the Firm's Understanding of Work to be Performed subsection regarding the firm's understanding of objectives and scope of engagement.](#)

Project Schedule

**EXHIBIT B  
PROJECT SCHEDULE**

**FRESNO LAFCO**

Project Schedule		
Tasks	Project Description	Target Completion Date
Contract Execution	Include Certificates of Insurance	May 2026
Kickoff Meeting	Intro. Firm Staff to LAFCO	Aug 2026
Management Engagement Letters	Made Available to LAFCO Staff	May 2026
PBC List Distribution	Made Available to LAFCO Staff	May 2026
Fieldwork	On-site/Remote	Oct 2026
Draft Audit for Staff		Dec 2026
Auditor Revising Document		Dec 2026
Final Audit for Commission		Jan 2027
Commission Meeting		Jan 2027

**IMPERIAL LAFCO**

Project Schedule		
Tasks	Project Description	Target Completion Date
Contract Execution	Include Certificates of Insurance	May 2026
Kickoff Meeting	Intro. Firm Staff to LAFCO	Aug 2026
Management Engagement Letters	Made Available to LAFCO Staff	May 2026
PBC List Distribution	Made Available to LAFCO Staff	May 2026
Fieldwork	On-site/Remote	Oct 2026
Draft Audit for Staff		Dec 2026
Auditor Revising Document		Dec-26
Final Audit for Commission		Jan 2027
Commission Meeting		Jan 2027

**RIVERSIDE LAFCO**

Project Schedule		
Tasks	Project Description	Target Completion Date
Contract Execution	Include Certificates of Insurance	May 2026
Kickoff Meeting	Intro. Firm Staff to LAFCO	Aug 2026
Management Engagement Letters	Made Available to LAFCO Staff	May 2026
PBC List Distribution	Made Available to LAFCO Staff	May 2026
Fieldwork	On-site/Remote	Oct 2026
Draft Audit for Staff		Dec 2026
Auditor Revising document		Dec 2026
Final Audit for Commission		Jan 2027
Commission Meeting		Jan 2027

### SAN JOAQUIN LAFCO

Project Schedule		
Tasks	Project Description	Target Completion Date
Contract Execution	Include Certificates of Insurance	May 2026
Kickoff Meeting	Intro. Firm Staff to LAFCO	Aug 2026
Management Engagement Letters	Made Available to LAFCO Staff	May 2026
PBC List Distribution	Made Available to LAFCO Staff	May 2026
Fieldwork	On-site/Remote	Oct 2026
Draft Audit for Staff		Dec 2026
Auditor Revising Document		Dec 2026
Final Audit for Commission		Jan 2027
Commission Meeting		Jan 2027

*Vasquez has the capacity to conduct the audits of the four LAFCOs concurrently.*

*These schedules are subject to negotiation with each respective LAFCO.*

## 6. Hourly Rates

Our fees for the services outlined in this proposal are based on the assumption that unexpected circumstances will not be encountered during the audit, along with the following:

1. Staff are available to answer questions within the agreed timeframe.
2. Audit fieldwork procedures are conducted at a centralized location.
3. No instances of fraud that will require additional procedures.
4. Forensic investigation performed by the LAFCOs will not require additional forensic procedures to address the risk of fraud at the LAFCOs.
5. Staff to prepare all financial statements/schedules.
6. All information requested is provided within the agreed timeframe.
7. The information provided is complete and correct for the year under audit.
8. The LAFCOs will provide audit documentation electronically in future years.
9. Other unforeseen events such as:
  - a. Accounting problems.
  - b. Changes in your business or business environment.
  - c. Contractual difficulties with suppliers, third-party service providers, or clients.

### Hourly Rates

Personnel Category	Hourly Rate
Partner	\$ 375
Director	300
Senior Manager	250
Manager	225
Supervisor	200
Senior	175
Staff	140

# Riverside LAFCO

Proposal to Provide Audit Services

## 7. Maximum Fee

### EXHIBIT C PRICING SHEET

LAFCO	Description of Services	Estimated Hours	Year Ended June 30				1-yr option
			2026	2027	2028	2029	
<b>1. Fresno</b>	Audit of LAFCO, including the implementation of the GASB pronouncements and ongoing audit procedures of GASB, audit preparation and management letter.	124	\$ 9,500	\$ 9,785	\$ 10,079	\$ 10,381	\$ 10,692
	Option to prepare the Management Discussion Analysis (MD&A) on behalf of management.	4	350	361	371	382	394
<b>Maximum Not to Exceed Amount</b>		128	<b>\$ 9,850</b>	<b>\$ 10,146</b>	<b>\$ 10,450</b>	<b>\$ 10,763</b>	<b>\$ 11,086</b>
<b>2. Imperial</b>	Audit of LAFCO, including the implementation of the GASB pronouncements and ongoing audit procedures of GASB, audit preparation and management letter.	124	\$ 9,500	\$ 9,785	\$ 10,079	\$ 10,381	\$ 10,692
	Option to prepare the Management Discussion Analysis (MD&A) on behalf of management.	4	350	361	371	382	394
<b>Maximum Not to Exceed Amount</b>		128	<b>\$ 9,850</b>	<b>\$ 10,146</b>	<b>\$ 10,450</b>	<b>10,763</b>	<b>\$ 11,086</b>

# Riverside LAFCO

## Proposal to Provide Audit Services

<b>3. Riverside</b>	Audit of LAFCO, including the implementation of the GASB pronouncements and ongoing audit procedures of GASB, audit preparation and management letter.	124	\$ 9,500	\$ 9,785	\$ 10,079	\$ 10,381	\$ 10,692
	Option to prepare the Management Discussion Analysis (MD&A) on behalf of management.	4	350	361	371	382	394
<b>Maximum Not to Exceed Amount</b>		128	<b>\$ 9,850</b>	<b>\$ 10,146</b>	<b>\$ 10,450</b>	<b>\$ 10,763</b>	<b>\$ 11,086</b>
<b>4. San Joaquin</b>	Audit of LAFCO, including the implementation of the GASB pronouncements and ongoing audit procedures of GASB, audit preparation and management letter.	124	\$ 9,500	\$ 9,785	\$ 10,079	\$ 10,381	\$ 10,692
	Option to prepare the Management Discussion Analysis (MD&A) on behalf of management.	4	350	361	371	382	394
<b>Maximum Not to Exceed Amount</b>		128	<b>\$ 9,850</b>	<b>\$ 10,146</b>	<b>\$ 10,450</b>	<b>\$ 10,763</b>	<b>\$ 11,086</b>

### Hourly Rates:

Classification	Hourly Rate	Estimated No. of Hours
Partner	\$ 375	10
Manager	225	29
Senior Auditor	175	85
Senior Accountant	175	-
Staff Accountant	140	-

### 8. Other Information Required in Proposal

#### License to Practice in California

Vasquez is licensed to conduct public accounting in California. All "key" engagement team members are properly licensed Certified Public Accountants in California. Vasquez certifies that it will inform the LAFCOs of any suspension, termination, lapse, non-renewals, or restrictions of its licenses, certificates, or other required documents upon notification.

#### DCA - Search Details



**BOARD OF ACCOUNTANCY**

LICENSING DETAILS FOR: 6286

**NAME:** VASQUEZ & CO LLP  
**LICENSE TYPE:** CPA - PARTNERSHIPS  
**LICENSE STATUS:** CLEAR  
**PREVIOUS NAMES:** VASQUEZ FARUKHI & CO LLP

**ADDRESS**  
 655 N CENTRAL AVENUE STE 1550  
 GLENDALE CA 91203  
 LOS ANGELES COUNTY  
[MAP](#)

**ISSUANCE DATE**  
JULY 28, 1997

**EXPIRATION DATE**  
JULY 31, 2027

**CURRENT DATE / TIME**  
SEPTEMBER 24, 2025  
1:16:49 PM

#### Independence

Vasquez meets the independence requirements of the auditing standards generally accepted in the United States of America and the *Government Auditing Standards*, published by the United States General Accounting Office ("Yellow Book") as it relates to the LAFCOs. Vasquez does not have any professional relationships involving the LAFCOs or any of its agencies or component units.

#### Peer Review

Vasquez is a member of the AICPA Division of Firms and received a Peer Review Rating of "Pass" without comment - the highest rating from the AICPA on its peer review dated May 5, 2023. This peer review covered several government engagements similar in size and complexity to the LAFCOs. A copy of the peer review opinion follows:

<div style="display: flex; justify-content: space-between; align-items: center;">  <p>National Peer Review Committee</p> </div> <p>May 05, 2023</p> <p>Gilbert Vasquez              Vasquez &amp; Company, LLP              655 N Central Ave Ste 1550              Glendale, CA 91203</p> <p>Dear Gilbert Vasquez:</p> <p>It is my pleasure to notify you that on May 03, 2023, the National Peer Review Committee accepted the report on the most recent System Review of your firm. The due date for your next review is December 31, 2025. This is the date by which all review documents should be completed and submitted to the administering entity.</p> <p>As you know, the report had a peer review rating of pass. The Committee asked me to convey its congratulations to the firm.</p> <p>Thank you for your cooperation.</p> <p>Sincerely,</p>  <p>Michael Wagner              Chair, National PRC              +1.919.402.4502</p> <p>cc: James Dougherty, Roger Martinez</p> <p>Firm Number: 900010138115      Review Number: 597388</p> <p style="font-size: small;">220 Leigh Farm Road, Durham, NC 27707-8110              T: +1 919 402 4502 F: +1 919 419 4713              aicpa@label.com   cimsglobal.com   aicpa.org   cimsa.org</p>	<div style="display: flex; justify-content: space-between; align-items: center;">  <p>Liberty Plaza II              5057 Keller Springs Road, Suite 150              Addison, Texas 75001              Tel: 972-913-4803              jlr@rosenberger.com</p> </div> <p style="text-align: center;"><b>Report on the Firm's System of Quality Control</b></p> <p>December 21, 2022</p> <p>To the Partners of Vasquez &amp; Company, LLP              and the National Peer Review Committee</p> <p>We have reviewed the system of quality control for the accounting and auditing practice of Vasquez &amp; Company, LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2022. 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).</p> <p>The nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at <a href="http://www.aicpa.org/summary">www.aicpa.org/summary</a>. 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.</p> <p><b>The Firm's Responsibility</b></p> <p>The firm is responsible for designing and complying with a system of quality control to provide the firm with reasonable assurance of performing and reporting in conformity with the requirements of 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 on in conformity with the requirements of applicable professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.</p> <p><b>Peer Reviewer's Responsibility</b></p> <p>Our responsibility is to express an opinion on the design of and compliance with the firm's system of quality control based on our review.</p> <p><b>Required Selections and Considerations</b></p> <p>Engagements selected for review included engagements performed under <i>Government Auditing Standards</i> including compliance audits under the Single Audit Act and audits of employee benefit plans.</p> <p>As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.</p> <p><b>Opinion</b></p> <p>In our opinion, the system of quality control for the accounting and auditing practice of Vasquez &amp; Company, LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended June 30, 2022, 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 <i>pass</i>, <i>pass with deficiencies/notes</i> or <i>fail</i>. Vasquez &amp; Company, LLP, has received a peer review rating of <i>pass</i>.</p> <p style="text-align: right;"><i>JLK Rosenberger, LLP</i></p>
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### Prior Audits Performed

The following are website links for ACFR reports performed by the proposed engagement team.

City of Modesto – [Annual Comprehensive Financial Report](#)

City of Norwalk – [Annual Comprehensive Financial Report](#)

City of West Hollywood – [Annual Comprehensive Financial Report](#)

### Evidence of Insurance

We confirm that we have the required insurance policies in force in amounts of coverage for not less than \$1,000,000 per occurrence or accident for each of the following: are selected to complete this engagement, we will maintain the minimum insurance requirements during the entire term of the engagement. Professional Liability (Errors & Omissions), Workers Compensation and Employer's Liability, Comprehensive General Liability and Bodily Injury Insurance, and Automobile Liability (Owned and Non-Owned) and Property Damage Insurance. Prior to any commencement of audit services, we will provide certificates of insurance coverage to each participating LAFCO.



**[www.vasquez.cpa](http://www.vasquez.cpa)**

Vasquez & Company LLP has over 55 years of experience in performing audit, accounting & consulting services for all types of nonprofit organizations, for-profit companies, governmental entities and publicly traded companies.

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**FRESNO LOCAL AGENCY FORMATION COMMISSION (LAFCo)  
EXECUTIVE OFFICER'S REPORT**

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**AGENDA ITEM NO. 10**

**DATE:** January 14, 2026

**TO:** Fresno Local Agency Formation Commission

**FROM:** Brian Spaunhurst, Executive Officer 

**BY:** Amanda Olivas, Clerk to the Commission

**SUBJECT:** Consider Authorization: Authorize Executive Officer to sign contract with Sampson, Sampson & Patterson LLP to perform LAFCo Audit.

**RECOMMENDATION:** Approve.

**Background**

As an independent agency, Fresno LAFCo is not subject to statutory audit requirements as are many other local governmental agencies, including cities, counties, and special districts. Further, LAFCo does not receive funding from the state and/or federal government which may impose separate audit requirements. However, LAFCo has a fiscal responsibility to ensure that funds are spent appropriately and are accounted for using generally accepted accounting methods.

The Commission's Financial and Accounting Procedures stipulate that a financial audit be conducted every two years, when there is a change in Executive Officer, or upon the Commission's direction. The last audit was performed by Sampson, Sampson & Patterson, LLP, for fiscal year ("FY") 2021-2022, and was accepted by the Commission in January 2025.

**Discussion**

In November 2025, staff issued a Request for Proposal for the FY 2023-2024 to 23 Certified Public Accounting firms and received one proposal back from Sampson, Sampson and Patterson, LLP ("SS&P") (a copy of the proposal is attached).

LAFCo and the CPA firms estimate the work will be completed and submitted to the Commission by July of 2026.

Staff supports awarding the contract to SS&P due to the high quality of work it performed on the Commission's last multiple financial audits and its familiarity with LAFCo.

**PROPOSAL FOR INDEPENDENT**  
**AUDIT AND ACCOUNTING**  
**SERVICES FOR**  
**FRESNO LOCAL AGENCY**  
**FORMATION COMMISSION**

**Sampson & Sampson, LLP**  
**License #7157**

**2157 Herndon Avenue, Suite 101**  
**Clovis, California 93611**  
**(559) 291-0277**

**CONTACT: Katy Sampson, CPA**

**December 23, 2025**

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SAMPSON & SAMPSON, LLP

CERTIFIED PUBLIC ACCOUNTANTS

2157 HERNDON AVENUE, SUITE 101  
CLOVIS, CALIFORNIA 93611

P: 559.291.0277 F: 559.291.6411

December 23, 2025

Brian Spaunhurst, Executive Officer  
Fresno Local Agency Formation Commission  
1401 Fulton Street, Suite 800  
Fresno, CA 93721

Dear Mr. Spaunhurst:

We are pleased to respond to your request for services to be provided to the Fresno Local Agency Formation Commission (LAFCO) as of June 30, 2024.

Enclosed you will find a proposal. It contains a profile of our firm, our qualifications, a scope section, and a fee schedule.

As indicated by the partial list of clients shown in the Profile of Proposer section of this proposal, our firm has had substantial experience in performing audits for various governmental agencies, including several risk sharing pools. Our firm has over 50 years of combined experience in governmental auditing. Our office policy concerning personnel assigned to our audits is one of continuity. We do not believe that our clients should have to train new auditors every year.

We are committed to a continuing education program which exceeds the education requirements for auditors performing government audits as established by the United States General Accounting Office.

Please feel free to contact me at your convenience, and thank you for the opportunity to present this proposal to you.

Very truly yours,

*Katy Sampson, CPA*

KS:sf

Enclosures

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

PROFILE OF PROPOSER

Sampson & Sampson, LLP is a local C.P.A. firm, with a marketing area primarily in the San Joaquin Valley.

Office Location: Herndon Armstrong Professional Center  
2157 Herndon Avenue, Suite 101  
Clovis, California 93611  
(559) 291-0277

Persons authorized to make representations and authorized to bind the proposal are:

Partner: Katy Sampson  
2157 Herndon Avenue, Suite 101  
Clovis, California 93611

Partner: Daniel T. Sampson  
2157 Herndon Avenue, Suite 101  
Clovis, California 93611

PROFESSIONAL STAFF:

Partners – Two  
Professional Staff – Four  
Number of CPA's – Three  
Administrative Staff – Two

FIRM EXPERIENCE:

Ranges from certified audits of governmental, institutional (not-for-profit) and commercial audits, through tax planning and preparation for corporations, farm operations, partnerships, estates and trusts, and individuals.

QUALITY CONTROL REVIEW:

Sampson & Sampson, LLP, participates in the AICPA Quality Review Program. A Quality Control Review, including a review of specific government and not-for-profit engagements, was performed in February 2023. Sampson & Sampson, LLP has received pass reports on all external quality reviews that have been performed since the inception of the AICPA Quality Review Program. Our next review is scheduled for fall of 2025.

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

INDEPENDENCE AND LICENSING

INDEPENDENCE:

Sampson & Sampson, LLP, is independent of LAFCO and its component units as defined by United States generally accepted auditing standards and Government Auditing Standards issued by the Comptroller General of the United States.

LICENSE TO PRACTICE IN CALIFORNIA:

Our firm and all key professional staff assigned to your audit are properly licensed to practice auditing in the State of California.

Katy Sampson, CPA  
Max Leung, CPA

Engagement Partner  
Review Auditor

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

FIRM QUALIFICATIONS AND EXPERIENCE

PARTIAL CLIENT LIST

A partial list of Governmental audits of current and past clients are as follows:

<u>Governmental:</u>	<u>Activity</u>	<u>Marketing Area</u>
Central San Joaquin Valley Risk Management Authority	Government/ Risk Management	San Joaquin Valley
Vector Control Joint Powers Agency	Government/ Risk Management	San Joaquin Valley
Employment Risk Management Authority	Government/ Risk Management	California
California Affiliated Risk Management Authorities	Government/ Risk Management	California
City of Selma	Government	Selma
Selma Successor Agency	Government	Selma
Selma Financing Authority	Government	Selma
City of Hanford	Government	Hanford
Hanford Successor Agency	Government	Hanford
City of Dinuba	Government	Dinuba
Dinuba Successor Agency	Government	Dinuba

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS  
AND EXPERIENCE

PARTNERS:

Katy Sampson, Certified Public Accountant

Member AICPA, GASB, CSCP, GFOA

B.S. in Accounting from Fresno State University, with forty-five years accounting experience.

Experience - Partner of this firm for thirty-five years and supervisor and staff accountant for the former firm of Sampson and Abaci for thirteen years.

Emphasis on auditing engagements, particularly government and non-profit, and small business.

Daniel T. Sampson, Certified Public Accountant

Member AICPA, GASB, CSCP

Certified Public Accountant with thirty-five years experience, including experience with the national accounting firm of Price Waterhouse & Co. Emphasis on income taxes and computer accounting installations.

Four other professional staff members with up to fifteen years experience in our office.

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

SUMMARY OF PROPOSER'S QUALIFICATIONS

AUDIT TEAM:

- **Katy Sampson, CPA – Partner**

Katy Sampson has spent and specialized for over thirty five years in the field of governmental and non-profit audits. She has extensive experience in the area of federal awards. She would be the partner in charge of the audit and would work on a full-time basis during the planning, field work, and review of the Commission's financial statements. She has been the partner in charge of the audits for the City of Clovis, City of Hanford, City of Dinuba, and the City of Selma.

- **Max Leung, CPA – Review Auditor**

Max Leung has experience which includes audits of California Table Grape Commission, California Fresh Fruit Association, California Olive Committee, California Blueberry Commission, California Fig Advisory Board, and California Apple Commission. He is a C.P.A. with a degree in Business with emphasis in Accounting from California State University, Fresno.

- **Sara Fraijo – Senior Accountant**

Sara Fraijo has experience which includes audits of Central San Joaquin Valley Risk Management Authority, LAFCO, City of Selma and the City of Hanford. She has a degree in Business with emphasis in Accounting from California State University, Fresno.

- **Brian Sampson – Auditor**

Brian Sampson has governmental experience which includes audits of California Table Grape Commission, California Fresh Fruit Association, California Olive Committee, California Blueberry Commission, and California Apple Commission. He is a C.P.A. candidate with a degree in Accounting from the University of Southern New Hampshire.

Sampson & Sampson, LLP has experienced minimal turnover in audit personnel over the past five years. We are committed to providing a continuity of audit personnel throughout the engagement.

We do not anticipate any personnel substitutions during the course of the audit. In the unlikely event that personnel substitutions become necessary, the new audit team member will be equally qualified to perform the audit.

All members of the audit team have met the continuing education requirements of the United States General Accounting Office for Governmental Auditors. Also, they have a combined experience of over 60 years of governmental and not-for-profit auditing.

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

REFERENCES

A list of references from audit engagements with other applicable entities performed in the last two years is as follows:

Financial statements for Selma – Kingsburg – Fowler County Sanitation District.  
General Manager: Veronica Cazares (559) 897-6500  
Partner: Katy Sampson

Financial statements for California Affiliated Risk Management Authorities.  
Executive Director: Rob Kramer (916) 244-1117  
Partner: Katy Sampson

Financial statements for Local Agency Workers' Compensation Excess Joint Powers Authority.  
Executive Director: Rebekah Winger (916) 244-1176  
Partner: Katy Sampson

Financial statements for Vector Control Joint Powers Authority.  
Administrator: Chrissy Mack (916) 244-1141  
Partner: Katy Sampson

Financial statements for Employment Risk Management Authority.  
Administrator: Rob Kramer, Sedgwick (800) 541-4591  
Partner: Katy Sampson

Financial statements for Tranquility Public Utility District  
Chairman of the Board of Directors: Mike Pucheu (209) 218-6044  
Partner: Katy Sampson

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

SCOPE SECTION

**Audit Objective**

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and requirements that are enumerated in Cortue-Knox-Hertzberg Local Government Reorganization Act of 2000, Government Code Section 56000-57500. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

**Audit Procedures**

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of cash, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from the LAFCO's attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

An audit includes examining on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to Fresno Local Agency Formation Commission or to acts by management or employees acting on behalf of the commission.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that come to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of Fresno Local Agency Formation Commission's environment, including internal control, sufficient to assess the risk of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

SAMPSON & SAMPSON, LLP  
CERTIFIED PUBLIC ACCOUNTANTS

COMPREHENSIVE DOLLAR COST BID

FEE SCHEDULE:

Our fees are based on anticipated cooperation from your personnel including any bookkeeping tasks prohibited by our independence standards and the assumption that unexpected circumstances will not be encountered during the audit. If additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Our fees for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree our gross fee range from \$11,025-\$12,075 for assistance with preparation of the financial reports. Our standard hour rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. We anticipate commencement of this engagement at a mutually agreed upon date and subsequent completion.

Hourly Rates of Firm Employees:

<u>Classification</u>	<u>Hourly Rate</u>
Partner	\$200
Senior Accountant	\$125
Staff Accountant	\$80

Report on the Firm's System of Quality Control

February 23, 2023

To the Partners of Sampson, Sampson & Patterson LLP and the Peer Review Committee of the CalCPA Peer Review Program

We have reviewed the system of quality control for the accounting and auditing practice of Sampson, Sampson & Patterson LLP (the firm) in effect for the year ended June 30, 2022. 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 [aicpa.org/prsummary](http://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.

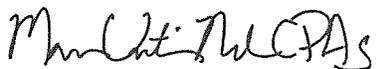
**Required Selections and Considerations**

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

As a part of our peer 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 Sampson, Sampson & Patterson LLP in effect for the year ended June 30, 2022, 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. Sampson, Sampson & Patterson LLP has received a peer review rating of *pass*.



Mann, Urrutia, Nelson CPAs & Associates, LLP