



PREPARED BY

Lance, Soll & Lunghard, LLP
Certified Public Accountants
License Number 2584

TECHNICAL PROPOSAL

City of Palm Desert Professional Auditing Services RFP No. 2023-RFP-213

Date of Submission: November 9, 2023

Valid for 90 Days

Authorized by

Ryan Domino, CPA, Partner

Ryan.Domino@lslcpas.com

203 N. Brea Blvd., Suite 203

Brea, CA 92821

COVER LETTER

November 9, 2023

John Ramont, Deputy Director
City of Palm Desert, Finance Department
73-510 Fred Waring Drive
Palm Desert, CA 92260

Dear Mr. Ramont,

LANCE, SOLL & LUNGHARD, LLP (“LSL”) is pleased to present our proposal for professional auditing services and demonstrate our continued commitment to excellence to the City of Palm Desert (“City”).

This proposal highlights our firm’s strength and stability, outlining our demonstrated experience, knowledge, and creative problem-solving capabilities as a leader in the field of governmental auditing. With our comprehensive government experience and our history with the City, we believe you will continue to find that LSL is the best-qualified accounting firm for the City.

We understand that the City of Palm Desert is seeking a qualified firm to provide financial audit services, including related services, covering an initial term of five (5) years, beginning with the audit of the 2023-24 fiscal year, with the potential option to extend the contract for three (3) additional one-year terms through 2031. We affirm that our proposal fully aligns with all terms, conditions, and requirements stated in the RFP released on October 3, 2023.

Ryan Domino is the assigned Engagement Partner for this proposal. He is authorized to make representations on behalf of our firm and can be reached by phone at (714) 672-0022 or by email at Ryan.Domino@lslcpas.com. We welcome the opportunity to discuss any aspect of our proposal to ensure your complete satisfaction. Please contact Ryan for any clarification or contract negotiations regarding this proposal.

Sincerely,



Ryan Domino, CPA, Partner

Lance, Soll & Lunghard, LLP
203 N. Brea Blvd., Suite 203
Brea, CA 92821

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EXPERIENCE & TECHNICAL COMPETENCE

FIRM HISTORY & SIZE

LSL was established in 1929 and has grown as a leader in the government sector. Our full-service accounting firm is headquartered in Brea, California, with a dynamic team of 15 partners and 145 employees. We provide auditing, accounting, and consulting services to over 100 municipal clients, including cities, counties, water and electric utilities, and special-purpose government agencies. Our government sector services encompass a broad range of specialties, including attestation, compliance, consulting, outsourced accounting and reporting, year-end close assistance, interim staffing, strategic planning, and tax services.

LOCATION

Our Offices



Our virtual footprint means we're everywhere you are. But we have physical offices, too!

Brea, CA

203 N. Brea Blvd., Suite 203
Brea, CA 92821
Phone: (714) 672-0022

Laguna Hills, CA

24422 Avenida de la Carlota, Suite 275
Laguna Hills, CA 92653
Tel: (949) 829-8299

Sacramento, CA

2151 River Plaza Dr., Suite 150
Sacramento, CA 95833
Phone: (916) 503-9691

Santa Ana, CA

1611 E. Fourth Street, Suite 200
Santa Ana, CA 92701
Phone: (714) 569-1000

The Woodlands, TX

21 Waterway Avenue, Suite 30089
The Woodlands, TX 77380
Phone: (936) 828-4587

At LSL, we regularly share staff and resources across our offices, providing you with access to our entire governmental team. This approach ensures that you receive the highest level of service and expertise possible, allowing us to deliver optimal results.

LICENSE TO PRACTICE IN CALIFORNIA

LSL is a public accounting firm licensed by the State of California Department of Consumer Affairs as a Public Accounting Partnership. Additionally, we are members of the American Institute of Certified Public Accountants and the California Society of Certified Public Accountants.

All key members assigned to this engagement are licensed or are in the process of obtaining their license as Certified Public Accountants by the State of California.

INDEPENDENCE

LSL meets the independence requirements set forth by the *Government Auditing Standards*. Our partners have no ownership in any other business organization that currently or will potentially provide services, supplies, materials, or equipment to the City. We annually distribute a listing of our firm's clients to all employees to ensure that any possible independence threats are properly documented and reviewed.

GOVERNMENT AUDITING STANDARDS

LSL understands its responsibilities to perform audits and issue opinions on the City's financial statements as well as its fair presentation. Our financial audits are performed in accordance with the Generally Accepted Government Auditing Standards (GAGAS) issued by the Comptroller General of the United States, and Single Audits are performed in accordance with the requirements of the Uniform Guidance. We will also evaluate the City's internal control system and provide recommendations for growth and improvement.

DESK REVIEW / DISCIPLINARY ACTION

There have been no disciplinary actions against our organization since its inception. There have been no litigations against our firm in the past three years. Our Single Audit reports are desk reviewed either by the federal cognizant agency or the State Controller's Office acting as the Oversight Agency. LSL has never had a report rejected by any of these agencies and is highly regarded and recognized by the staff of the State Controller's Office for top-quality reports.

PEER REVIEW

Our firm has participated in the AICPA Peer Review Program since its inception. All our peer reviews have covered governmental engagements and have received *pass* ratings. Our most recent peer review, conducted by Spafford and Landry CPAs, is provided on the following pages.



HERE TO MAKE THE COMPLEX SIMPLE.

Patrick D. Spafford, CPA
Todd C. Landry, CPA

Licensed by the California Board of Accountancy
Member: American Institute of Certified Public Accountants

Report on the Firm's System of Quality Control

To Lance, Soll & Lunghard, LLP
and the Peer Review Committee of the California Society of CPAs

We have reviewed the system of quality control for the accounting and auditing practice of Lance, Soll & Lunghard, LLP (the firm) in effect for the year ended May 31, 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 www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported on 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 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 the applicable 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 and compliance with the firm's system of quality control based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and employee benefit plan audits.

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 Lance, Soll & Lunghard, LLP in effect for the year ended May 31, 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*. Lance, Soll & Lunghard, LLP has received a peer review rating of *pass*.

Spafford & Handy, One.

March 30, 2023

SIMILAR ENGAGEMENTS WITH OTHER GOVERNMENT ENTITIES

A current list of municipal clients can be found in **Exhibit A**, which lists LSL's most significant engagements of comparable complexity, scale, and nature to the scope of services described in this request for proposal performed within the last five (5) years.

SINGLE AUDIT EXPERIENCE

Our firm has extensive experience in performing Single Audits for local government agencies under the requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, Uniform Administrative Requirements, Cost Principles, Audit Requirements of Federal Awards (Uniform Guidance), and the United States Office of Management and Budget (OMB).

Exhibit A includes a list of government audit clients for which a Single Audit has been performed in the last fiscal year. Additionally, the table below highlights recent examples of federal programs audited by LSL.

Federal Granting Agency	AL #	Name of Program
U.S. Department of Agriculture	10.557	Special Supplemental Nutrition Program for Women, Infant, and Children
U.S. Department of Housing & Urban Development	14.195	Section 8 Housing Assistance Payment Program
U.S. Department of Housing & Urban Development	14.218	Community Development Block Grants/Entitlement Grants
U.S. Department of Housing & Urban Development	14.228	Community Development Block Grants/State's program and Non-Entitlement Grants in Hawaii
U.S. Department of Housing & Urban Development	14.239	HOME Investment Partnerships Program
U.S. Department of Housing & Urban Development	14.856	Lower Income Housing Assistance Program Section 8 Moderate Rehabilitation
U.S. Department of Housing & Urban Development	14.871	Section 8 Housing Choice Vouchers
U.S. Department of Transportation	20.106	Airport Improvement Program
U.S. Department of Transportation	20.205	Highway Planning and Construction
U.S. Department of Transportation	20.507	Federal Transit Formula Grants
U.S. Department of Treasury	21.019	Coronavirus Relief Fund (CRF)
U.S. Department of Treasury	21.027	Coronavirus State and Local Fiscal Recovery Funds (SLFRF)
U.S. Environmental Protection Agency	66.458	Capitalization Grants for Clean Water State Revolving Funds
U.S. Department of Health and Human Services	93.563	Child Support Enforcement
U.S. Department of Health and Human Services	93.667	Social Services Block Grant
U.S. Department of Health and Human Services	93.676	Unaccompanied Alien Children Program
U.S. Department of Health and Human Services	93.778	Medical Assistant Program - Medicaid Cluster
U.S. Department of Homeland Security	97.036	Disaster Grants- Public Assistance (Presidentially Declared Disasters)
U.S. Department of Homeland Security	97.067	Homeland Security Grant Program

GFOA AWARD PROGRAM

LSL understands the significance of obtaining and maintaining the Certificate of Excellence in Financial Reporting from the GFOA. We have prepared financial statements and footnote disclosures for many of our local government clients who have received this award. Our governmental partners, managers, and seniors are closely involved in the preparation of these reports. Clients currently receiving the GFOA award are also noted in Exhibit A.

REFERENCES

The following references highlight our experience in providing professional auditing services to other governmental organizations with similar size and scope as the City of Palm Desert. We invite you to contact them to gain insight into our working relationships and quality of service.

City of Indio	
Contact	Rob Rockwell, Assistant City Manager/Finance Director
E-mail Address	RRockwell@indio.org
Address	100 Civic Center Mall Indio, CA. 92201
Telephone	(760) 391-4029
Dates of Service	2015 – present
Scope of Work	Audit of the City's ACFR, which receives the GFOA Award; Single Audit; Measure S AUP; Measure X Audit AUP; AQMD Audit; ERICA Audit; EVRA Audit; AUP over the City's GANN limit; Indio Water Authority Audit; Landmark Golf AUP

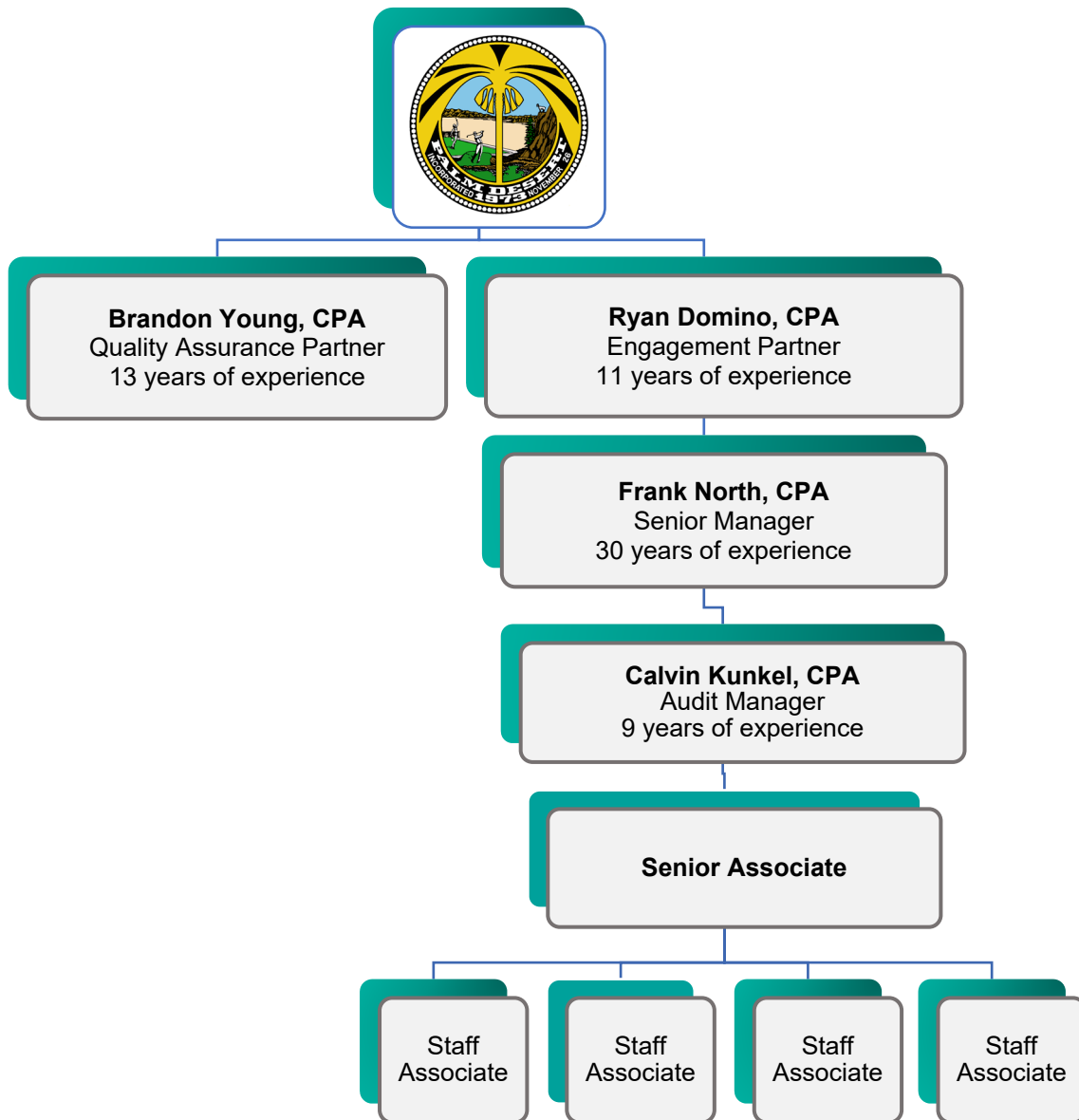
City of Oceanside	
Contact	Jill Moya, CPA, Financial Services Director
E-mail Address	JMoya@oceansideca.org
Address	300 N. Coast Hwy. Oceanside, CA 92054
Telephone	(760) 435-3887
Dates of Service	2012 – present
Scope of Work	Audit of the City’s ACFR, which receives the GFOA Award; Single Audit; AUP over the City’s Gann Limit; RDA State Controller’s Report; Building Authority; CDC Audit; Public Financing Authority; Ocean Eleven AUP; REAC Submission AUP; Small Craft Harbor District Audit; Ocean Eleven Casino AUP; OPFA Audit

City of Riverside	
Contact	Nancy Garcia, Controller
E-mail Address	ngarcia@riversideca.gov
Address	3900 Main Street Riverside, CA 92522
Telephone	(951) 826-5466
Dates of Service	2019 – present
Scope of Work	Audit of the City’s ACFR, which receives the GFOA Award; Single Audit; audit of the City’s Water and Electric Utilities; audit of the City’s public financing authority’s financial statements; compliance audit and preparation of the City’s AQMD Fund’s financial statements; compliance audit of the City’s Successor Agency; and performance of agreed-upon procedures over the City’s Appropriations Limit Calculation and NTD reporting.

City of Fullerton	
Contact	Toni Smart, Fiscal Services Manager
E-mail Address	Tonette.Smart@cityoffullerton.com
Address	303 W. Commonwealth Ave. Fullerton, CA 92832
Telephone	(714) 738-6522
Dates of Service	2012 – present
Scope of Work	Audit of City's ACFR, which receives the GFOA Award; Single Audit; State Controller's Report, City; AQMD Audit; Final RDA Audit; AUP Gann Limit; FFMA, FFA, FMEF, FPMA AUP; FMA Labor Costing AUP; POA Labor Costing AUP; Due Diligence Review; Cost Allocation Plan; Firefighters Association Negotiations; and Special Consulting Services

FIRM STAFFING & KEY PERSONNEL

ORGANIZATIONAL CHART



ENGAGEMENT TEAM RESUMES

Team resumes are available in **Exhibit B**, which detail the position of each team member in the firm, their educational background, and their years and types of experience. The resumes also provide information on any continuing education courses taken by the team members during the past three years.



**Ryan Domino, CPA
Engagement Partner**

Ryan Domino has a strong technical focus and specializes in governmental accounting and auditing. He currently serves as a technical reviewer for the Government Finance Officers Association (GFOA) and regularly presents at our firm’s annual GASB Update and at CSMFO’s chapter meetings where he presents and trains on the latest GASB pronouncements. Ryan is an expert on Single Audit planning and execution and holds advanced certification from the AICPA. Ryan provides our clients with a competitive advantage as a member of GFOA’s Special Review Committee for the Award for Excellence in Financial Reporting and able to provide valuable insights and recommendations to help organizations achieve excellence in financial reporting.



**Brandon Young, CPA
Quality Assurance
Partner**

Brandon is an expert in governmental accounting and auditing and trains our government team on the proper implementation of new GASB pronouncements, ensuring that our clients receive the highest level of service and expertise. Brandon was recently appointed to the AICPA State and Local Government Expert Panel, further demonstrating his expertise in the field. Brandon also serves on the CalCPA Governmental Accounting and Auditing Committee, specific to the State of California, and he is responsible for numerous white papers and technical clarifications, including those for GASB 68, 75, and 87. His contributions to this committee have helped to shape the accounting and auditing practices of government organizations in California.



Other key employees who would be assigned to this engagement include Frank North and Calvin Kunkel. The audit team will also consist of Senior Auditor and an additional 3-4 staff associates for audit fieldwork.

LSL TEAM RESOURCES

LSL will not be subcontracting any portion of the engagement. All staff assigned to the engagement will be employed by LSL on a full-time basis and have extensive experience providing auditing services for cities, counties, and special-purpose government agencies.

Our governmental staff consists of three (3) Partners, two (2) Senior Managers, six (6) Managers, three (3) Supervisors, and sixteen (16) Professional Staff. Proposed team members

will be available for ninety (90) days from the proposal due date. LSL will promptly notify the City of any changes in key personnel prior to award.

Staff Continuity

To ensure the quality of our staffing, we have established firm policies that prioritize the continuity of engagement teams, except in cases where an employee has left the firm or has been promoted. In the event of any changes in staffing at the Manager position and above, LSL will first seek written permission from the City.

Quality of Staff Assurance

LSL is committed to providing the City with a stable and experienced team that is dedicated to delivering a high-quality audit and exceptional service. We understand the importance of maintaining a strong and reliable team throughout the engagement, and we will work closely with the City to ensure that any staffing changes are handled with minimal disruption to the continuity of the engagement.

Continuing Education

At LSL, we strongly emphasize professional development and continuing education to ensure that our team members are up to date on the latest developments in governmental accounting and auditing. As a firm policy, all LSL government staff are required to complete a minimum of 40 hours of continuing education every year, with at least 24 hours in governmental accounting and auditing in a two-year period.

Our educational programs are designed to provide our team members with the knowledge and skills necessary to deliver high-quality services to our clients. We offer a variety of training opportunities, including those provided by CalCPA, AICPA, Government Audit Quality Center, and GFOA.

PROPOSED METHOD TO ACCOMPLISH THE WORK

LSL'S UNDERSTANDING OF THE SCOPE OF WORK

LSL understands that the City of Palm Desert is seeking a qualified firm to perform the City's financial audit and related services, consisting of the following final financial and compliance reports:

1. City of Palm Desert's ACFR Financial Audit
2. Palm Desert Recreational Facilities Corporation Audit
3. Single Audit
4. Gann Limit Verifications

PROJECT MANAGEMENT METHODOLOGY

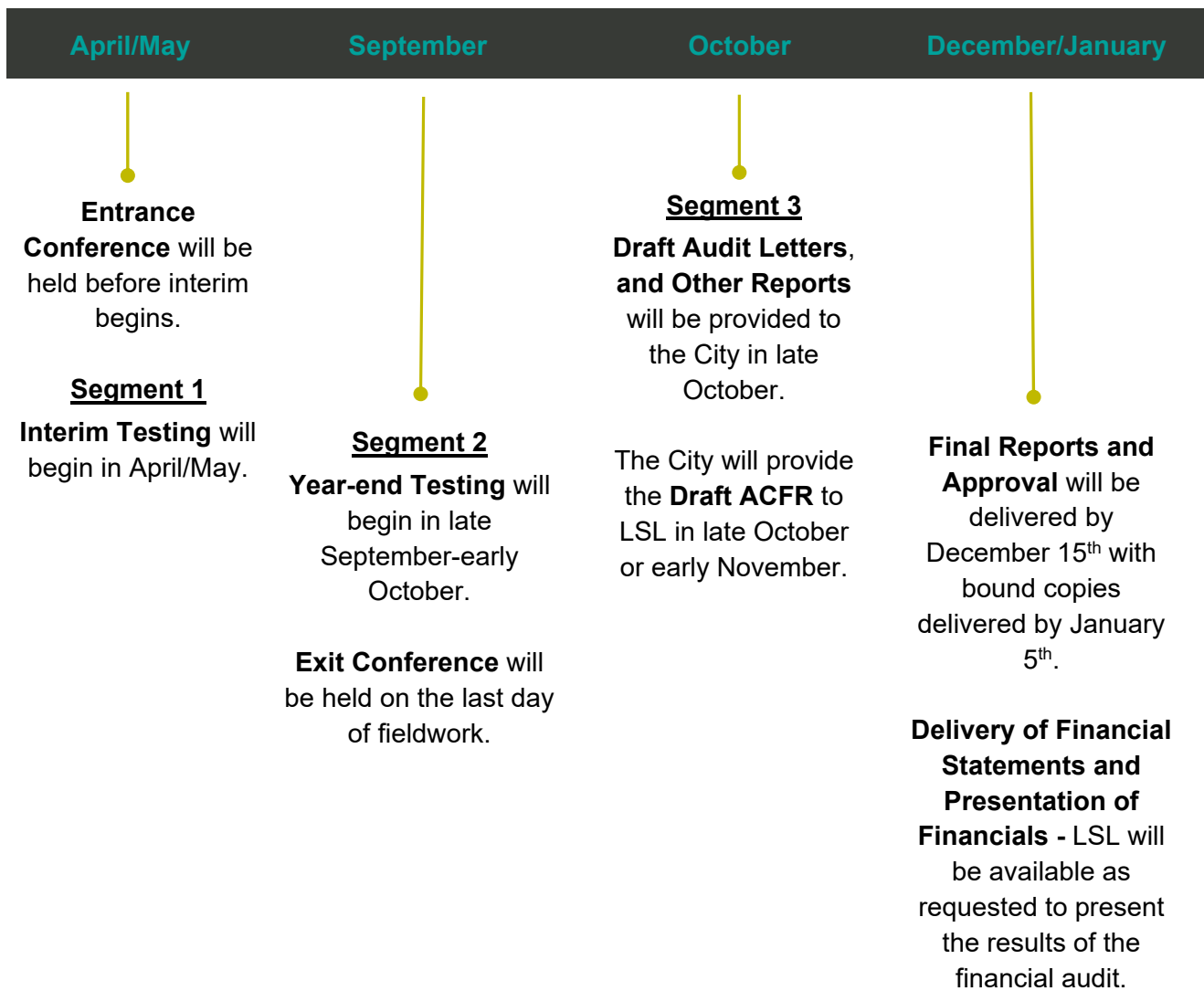
The LSL team holds itself to a high standard for timely delivery and effective communication of key milestones. We recognize the importance of being responsive and communicative with our clients, and we are committed to being available on a day-to-day basis to address any questions or concerns that may arise throughout the engagement. Areas of concern and potential findings will be communicated to the City as soon as they are discovered to mitigate any surprises throughout the audit.

At the beginning of the engagement, we will hold a planning meeting with you to determine the timeline, expectations, and desired outcome of the agreement on the issuance of financial statements. Throughout the process, we will have periodic meetings with you to provide updates and discuss progress. Upon award of contract and per the City's requested timeline, LSL will work closely with the City to develop an audit plan and timeline to ensure compliance and timely deliverables.

As part of the Scope of Work and time requirements, we assume that the City will provide all necessary information needed to complete the financial statement and single audits. We will proactively identify and communicate any pending information from the City that could hinder our ability to complete the objectives of the engagement in a timely manner.

PROJECT TIMELINE

LSL assumes under the time requirements that the City will have closed its books and will present the LSL team with general ledger balances that are auditable prior to the start of fieldwork. A sample timeline is provided on the following page displaying the key stages of the audit and the deliverables.



PROPOSED WORK PLAN

At LSL, we use a governmental audit program that will be tailored to the City's operations to accommodate its specific circumstance and organizational structure. LSL's audit programs are organized by financial statement category, which we believe is the most effective and efficient approach to substantially reduce the risk of omitting important procedures. Our approach is designed to increase audit efficiency by linking financial statement assertions, audit objectives, and procedures that are basic to most governmental audit engagements.

Proposed Segmentation

Our audit services will be divided into the three succeeding segments:

- Segment 1 – Planning and Obtaining an Understanding
- Segment 2 – Financial Audit Testing
- Segment 3 – Conclusion

Segment 1 – Planning and Obtaining an Understanding

LSL will provide an annual audit communication letter, engagement letter, and Government Audit Quality Center Information letter. The audit communication letter is to be provided to the City Council and/or Board of Directors and can be communicated orally to those charged with governance, if requested, where we will discuss planning stages, responsibilities of the City Council and/or Board of Directors, Auditors, and Management, and provide an opportunity to communicate with us as the auditors.

An entrance conference will be scheduled prior to the agreed-upon week of interim testing to ensure that the transition to new auditors is as seamless as possible. Discussions in this meeting include, but are not limited to, an understanding of reports and key milestones for deliverables, prior audit reportable conditions and issues, and “Prepared by Client” (PBC) schedules.

A trial balance is requested for our planning meeting to assist the LSL team in obtaining knowledge of economic conditions, industry elements, and new standards that may affect the City. We will compile a list of PBC items based on our review of the prior year's financial statements and the gathered information that will be provided to the City one month prior to testing or earlier if requested. We operate on a paperless software system and provide a secured cloud-based portal for all clients. The City will have a separate folder that can be customized to organize, and upload requested schedules, support documents, etc.

After interim testing, we will hold an exit meeting to discuss potential weaknesses, if any, and provide feedback for improvements or valuable information gathered from any outside clientele that would benefit the City.

Segment 2 – Financial Audit Testing

Based on the information gathered thus far, we will utilize a customized audit program based on the risk assessment developed during our assessment of the City's internal controls and *Government Auditing Standards*. The primary benefit of a tailored program is a focused set of procedures to address relevant areas. We believe that this approach is both effective and efficient and is critical to compliance with other material laws and regulations.

We will annually compile another customized PBC list for the year-end testing provided at least one month prior or earlier if requested. We will request trial balances from the City for our analytical review to be provided one week before testing is scheduled to commence. Year-end testing will include testing of the balance sheet, revenue and expenditures accounts, confirmation of selected balances, analytical procedures, evaluation of the internal controls, and preparation of reports and letters.

Segment 3 – Conclusion

Based on our year-end exit meeting we will discuss a plan to finalize the financial statements according to the timetable of the City. We will schedule dates for the initial and final drafts including time for LSL's and the City's review and approval of the financial statements. This period will also account for review by the engagement partner and quality assurance partner. After the review and receipt of the signed Representation Letter from the City, LSL will provide a final report around December 15th of each year.

APPROACH TO SELECTING SAMPLE SIZES

For tests of controls, we use audit sampling. Tests of controls are procedures directed towards determining the effectiveness of the design or operation of an internal structure policy or procedures. Audit sampling is typically used for tests of controls and compliance that involve the inspection of documents and reports indicating the performance of the applicable policy or procedures and compliance with the applicable laws and regulations. Sample sizes vary based on the population and risk-based calculations.

TYPE AND EXTENT OF ANALYTICAL PROCEDURES

For the audits of the financial statements, we will use analytical procedures as an overall review of the financial information in the preliminary and final stages of the audits. These procedures are designed to assist us in planning our audits and in assessing the propriety of the conclusions reached and evaluating the overall financial statement presentation.

The procedures to be utilized consist of determining expectations for changes to significant revenue, expenditure, and balance sheet accounts, reading the financial statements and related notes, reviewing the budget and related material, and focusing on overall relationships within the financial statements.

Once determined, these are reviewed to evaluate if the changes appear reasonable or require further analysis. For all significant differences, explanations are obtained as to why the situation occurred and additional substantive procedures may be applied, and related evidence is gathered to resolve concerns and questions.

DRAWING AUDIT SAMPLES FOR COMPLIANCE

The sampling procedures test the operating effectiveness of an internal control structure policy or procedure by determining how the policy or procedure was applied, the consistency with which it was applied during the audit period, and by whom it was applied. We will draw samples for disbursements, receipts, and payroll when applicable. Each document selected will be tested for various attributes that are designed to verify compliance with different aspects of internal controls and applicable laws and regulations. Additionally, each sample item will be tested for coding to the proper accounts and posting to the general ledger.

LSL'S APPROACH TO UNDERSTANDING THE CITY'S INTERNAL CONTROL STRUCTURE

LSL will perform procedures as required by SAS 122-125 to obtain an understanding of the City and its environment along with assessing the risks of material misstatements in order to gain insight into the internal control structure over the financial statements. Our review will encompass various areas such as financial reporting, cash, revenues and receivables, utility billing, expenses, accounts payable, payroll, capital assets, long-term debt, and grant reporting. We will issue a management letter (SAS 115 Letter) that identifies any significant deficiencies and/or material weaknesses found as required by the Government Auditing Standards.

Throughout the year, LSL will conduct interviews with the management of finance and responsible parties of each audit section to understand the processes and controls through observation and discussions. We will also perform sampling transactions as part of a “walk-through” process to verify that the system of control is functioning as per the policies and procedures.

DETERMINING LAWS AND REGULATIONS SUBJECT TO AUDIT TEST WORK

The Laws and Regulations that will be subject to audit test work are determined by the applicable laws, regulations, contracts, and grant agreements which we identify through the understanding we obtain of the City and our extensive experience with other governmental entities.

WORKING PAPER RETENTION AND ACCESS

All working papers and reports will be retained at LSL's expense for a minimum of five (5) years unless otherwise notified in writing by the City of the need to extend that retention period. Upon written request, we will make working papers available to parties designated by the City. Furthermore, we will respond to the reasonable inquiries of successor auditors and allow successor auditors to review working papers relating to matters of continuing accounting significance.

IRREGULARITIES AND ILLEGAL ACTS

LSL acknowledges our responsibility to make an immediate, written report of all irregularities and illegal acts, or indications of illegal acts, of which we become aware to the City Council, City Manager, City Attorney, the Finance Committee, and the Director of Finance.

BENEFITS OF WORKING WITH LSL

LSL is a multi-location firm with formidable resources that provides a personal feel and hands-on client experience. LSL is ranked #15 on the Orange County Business Journal's CPA Firm Book of Lists, which highlights the top accounting firms in Orange County.



Ranked # 15 on the Orange County Business Journal's CPA Firm Book of Lists



94 years young and the wisdom to go with it!



15 Partners who are dedicated to solving your issues



145 employees (and growing!)

OUR CORE VALUES

As we continue to grow and evolve, we recognized our core values needed to grow and change with us. Our values weren't decided on by management and handed down, every member of the LSL team worked together to share what values matter most to us. From there, we came up with the following five core values that embody how we approach each other, our work, and our clients.



PURSUE EXCELLENCE



LOVE WHAT YOU DO



LEAD WITH INTEGRITY



ACCOMPLISH MORE TOGETHER



FORWARD THINKING

BEST OF ACCOUNTING AWARD

LSL CPAs delivers high-quality service and has consistently secured the ClearlyRated *Best of Accounting* award. This exclusive program awards accounting firms who demonstrate high-level service of excellence within the accounting industry and solely leverages statistically validated survey responses from our clients.



4.7 based on 646 ratings

ACCOUNTING TODAY REGIONAL LEADER

LSL CPAs has been recognized as an Accounting Today Regional Leader in 2023. The list ranks the top CPA firms that have shown exceptional growth, embraced technology, and who 'think outside the box' when providing solutions.



TRAINING & SEMINARS

LSL regularly leads seminars and training courses on introductory governmental accounting, preliminary views on financial reporting, internal control risk assessments, and all GASB updates and best practices, which are made available to our clients for additional information and continued support. These will be opportunities made available through our firm to the City for training or continuing professional education credits on current issues or governmental auditing and accounting in general.

EXHIBIT A – CURRENT LIST OF MUNICIPAL CLIENTS

Current List of Municipal Clients

Client	Contact Person	Services	Years	Phone
Agoura Hills	Ms. C. Pinuelas, Finance Manager	F	8	818-597-7319
* Barstow	Ms. H. Riley, Admin Services Manager	F, S	3	760-255-5115
* Big Bear Lake	Ms. K. Ent, Director of Government Services	F, S	25	909-866-5831
Burbank	Ms. C. L. Giraldo, Financial Services Director	I	12	818-238-5487
Canyon Lake	Mr. C. Mann, City Manager	F	28	909-244-2955
* Carlsbad	Mr. Z. Korach, Finance Director	F, S	2	442-339-2127
* Cathedral City	Mr. K. Biersack, Fiscal Officer	F, S	13	760-770-0378
* Chino Hills	Ms. C. Buhagiar, Finance Director	F, S	26	909-364-2600
* Chula Vista	Ms. S. Schoen, Director of Finance	F, S	9	619-409-3818
* Citrus Heights	Mr. A. Preciado, Accounting Manager	F, S	4	916-727-4705
* Citrus Heights Water District	Ms. T. Nossardi, Finance Manager	F, U	2	916-735-7703
* Cypress	Ms. D. Mullally, Assistant Finance Director	F, S	6	714-229-6700
* Diamond Bar	Mr. R. Samario, Interim Finance Director	F, S	13	909-839-7051
* Dixon	Ms. K. Zawadzki, Finance Director	F, S	9	707-678-7000
* Downey	Mr. A. Gandhi, Finance Director	F, S	8	562-904-7265
* East Bay Municipal Utility District	Ms. A. Miller, Controller	F, U	5	510-287-0230
* Eastern Municipal Water District	Ms. W. Garriz, Controller	F, S	2	951-928-3777
* Fullerton	Ms. T. Smart, Fiscal Services Manager	F, S	12	714-738-3139
* Galt	Mr. M. Boring, Finance Director	F, S	6	209-366-7140
Georgetown Divide Public Utility District	Ms. J. Buckle, Accounting Manager	F, S, C	6	530-333-4356
Grand Terrace	Ms. C. Clayton, Senior Accountant	F	9	909-824-6621
* Indio	Mr. R. Rockwell, Assistant City Manager/Director of Finance	F, S	7	760-391-4029
Inglewood	Ms. L. Gomez, Accounting Manager	F, S	8	310-412-5127
* Irwindale	Ms. K. Borhani, Finance Director	F	28	626-430-2268
Jurupa Community Services District	Mr. S. Popelar, Director of Finance and Administration	F	4	951-685-7434
* Lake Elsinore	Ms. N. Lassey, Finance Manager	F, S	6	951-674-3124
* Lathrop	Mr. T. Hedegard, Deputy Finance Director	F, S	3	209-941-7320
Livingston	Ms. V. Portillo, City Manager	F, S	2	209-394-5550
* Lodi	Ms. M. Munoz, Accounting Manager	F, S	1	209-333-6700
* Lompoc	Ms. C. Donnelly, Acting Management Services Director	F, S	2	805-875-8283
* Los Angeles County Development Authority	Mr. M. Fortini, Finance Director	F, S	6	626-586-1890
* Malibu	Ms. R. Feldman, City Manager	F	19	310-456-2489
* Manhattan Beach	Mr. S. Charelian, Finance Director	F	18	310-802-5553
* Menlo Park	Mr. M. Davis, Finance & Budget Manager	F	5	650-330-6632
* Monrovia	Ms. B. Bullis, Director of Administrative Services	F, S	22	626-932-5510
* Monterey One Water	Mr. F. Marsh, Chief Financial Officer	F, S, U	9	831-645-4623
Monterey Peninsula Airport District	Mr. M. Wilson, Controller	F, S	5	831-648-7000 x201
* Moorpark	Mr. P. Gagajena, Finance Director	F, S	5	805-517-6213
* Newark	Ms. K. Lee, Finance Director	F	5	510-578-4288
* Oceanside	Ms. J. Moya, Accounting Manager	F, S	14	760-435-3887
Ontario International Airport	Ms. K. Snow, Finance Manager	F, S	6	714-415-9636
* Orange	Ms. K. Bandhauer, Assistant Finance Director	F, S	2	714-744-5500
* Orange County Fire Authority	Ms. G. Cheung, Accounting Manager	F, S	4	714-573-6000
* Orange County Water District	Mr. R. Fick, CFO/Treasurer	F, S	2	714-378-3200
Orchard Dale Water District	Mr. R. Richard, Finance Manager	F, U	4	562-941-0114
* Palm Desert	Mr. V. Chavez, Finance Director	F	6	760-346-0611
* Pleasanton	Ms. D. Punzo, Financial Services Manager	F, S	3	925-931-5402
* Rainbow Municipal Water District	Ms. T. Largent, Finance Manager	F, S	3	760-728-1178
* Rancho Cucamonga	Ms. N. Daniels, Finance Director	F, S, U	45	909-989-1851

Client	Contact Person	Services	Years	Phone
* Redondo Beach	Ms. W. Collazo, Chief Deputy City Treasurer	F, S	6	310-372-1171 x2428
* Rialto	Ms. K. Stevens, Deputy Director of Finance	F, S	2	909-421-7242
* Riverside	Ms. N. Garcia, Controller	F, S, U	4	951-826-5466
Rolling Hills	Mr. R. Samario, Interim Finance Director	F	14	310-377-1521
* Rosemead	Ms. G. Molleda, City Manager	F, S	5	626-569-2146
* Roseville	Mr. D. Kaufman, Assistant City Manager/CFO	F, S	2	916-774-5314
* San Bernardino Municipal Water Dept.	Ms. C. Mouser, Director of Finance	F	4	909-453-6010
* San Clemente	Mr. J. Rahn, Finance Director	F	5	949-361-8360
* San Joaquin Council of Governments	Ms. G. Orosco, Manager of Finance	F, S	4	209-235-0454
* San Juan Capistrano	Mr. K. Al-Imam, Chief Financial Officer	F, S	2	949-443-6301
San Marino	Mr. M. Siegfried, Controller	F	29	626-300-0700
* Santa Clarita Valley Water Agency	Ms. A. Aguer, Controller	F, U	4	661-513-1237
* Santa Monica	Ms. G. Decavalles-Hughes, Finance Director	F, S	7	310-458-8281
Shafter	Mr. R. Sanchez, Administrative Services Director	F, S	2	661-746-5043
Six Basins Watermaster	Mr. L. Stahlhoefer, Controller	F	14	949-420-3030
Sonoma County Fair & Exposition, Inc.	Mr. M. Margetts, Fair Financial Officer	F	5	707-573-9342
Sutter County	Mr. N. Black, Auditor-Controller	F, S	4	530-822-7439
* Three Valleys Water District	Mr. J. Linthicum, Chief Financial Officer	F, U	15	909-621-5568
* Union Sanitary District	Mr. M. Carlson, CFO/Business Services Manager	F, U	6	510-477-7647
* Vacaville	Ms. C. Reams, Accounting Manager	F, S	3	707-449-5688
* Vallejo	Ms. F. Cruz, Assistant Director, Finance	F, S	4	707-648-5542
* Yolo County	Mr. T. Haynes, Interim Chief Financial Officer	F, S	4	530-666-8050
* Yorba Linda Water District	Ms. D. Lugo, Finance Manager	F	2	714-701-3040

Service Codes:

F - Financial Audit

S - Single Audit

I - Internal Audit

C - Consulting

U - Utility Agency

* Participated in the GFOA Award Programs and has received or anticipates receiving outstanding awards

EXHIBIT B – ENGAGEMENT TEAM RESUMES



Ryan Domino, CPA

ENGAGEMENT PARTNER

ACHIEVEMENTS

Ryan currently serves as a technical reviewer for the Government Finance Officers Association (GFOA) and has been a presenter at CSMFO's chapter meetings. He has been involved with teaching current audit and accounting-related material at LSL's in-house training seminars, and annual GASB Update.

CONTINUING EDUCATION

231 total hours over the last three years, **204 of which were in governmental accounting and auditing subjects**. Ryan meets the requirements of governmental CPE Government Auditing Standards.

EXPERIENCE

Ryan has over 11 years of experience in governmental auditing including financial statement audits, preparation of Annual Comprehensive Financial Reports, Housing Successor compliance audits, TDA compliance audits, Single Audits, Federal Student Financial Aid audits, and various consulting and agreed-upon procedures projects.

Ryan is one of the firm's leaders in ensuring audit quality control and Government Practice training for staff. He is a regular presenter at the firm's annual GASB Update where he has presented training to our clients on the latest GASB pronouncements and has been a presenter for CSMFO's chapter meetings.

Some of his presentations have covered:

- General auditing in accordance with GAGAS
- Accounting for capital assets
- GASB Statement Nos. 89, 90, 91, and 94

MEMBERSHIPS

AICPA, CalCPA, CSMFO, GFOA

EDUCATION

Bachelor of Arts Degree in Business Administration with an emphasis in Accounting – California State University, Fullerton

LICENSES & CERTIFICATIONS

Certified Public Accountant:
California
Texas
AICPA Advanced Single
Audit Certification

AUDIT ENGAGEMENTS

City of Agoura Hills, CA
City of Carlsbad, CA
City of Cathedral City, CA
City of Chula Vista, CA
City of Fullerton, CA
City of Indio, CA
City of Lompoc, CA
City of Moorpark, CA
City of Orange, CA
City of Pleasanton, CA
City of Rialto, CA
City of Riverside, CA
City of San Clemente, CA
City of San Juan Capistrano, CA
City of Santa Monica, CA
Eastern Municipal Water District
Jurupa Community Services District
Orange County Fire Authority
Orange County Water District
Orchard Dale Water District
Rainbow Municipal Water District
San Bernardino Muni. Water Dept.
Three Valleys Muni. Water Dist.
United Water Conservation Dist.
Yorba Linda Water Dist.

OTHER ENGAGEMENTS

California Dept. of Healthcare Svcs.
City of American Canyon, CA
City of Marfa, TX



Brandon Young, CPA

QUALITY ASSURANCE PARTNER

ACHIEVEMENTS

Brandon is an expert in Governmental Accounting and Auditing, with over 12 years of experience serving a wide range of clients. He recently was appointed to serve on the prestigious AICPA State and Local Government Expert Panel, with the term beginning in May of 2023, and also has served on the CalCPA Governmental Accounting and Auditing Committee since 2018.

CONTINUING EDUCATION

125 total hours over the last three years, **74 of which were in governmental accounting and auditing subjects**. Brandon meets the requirements of governmental CPE Government Auditing Standards.

EXPERIENCE

Brandon has performed all phases of governmental audits with numerous presentations to City Councils, Board of Supervisors, Board of Directors, and Audit Committees over the past twelve years. He routinely presents at CSMFO, local chapter meetings and CalSACA on current accounting and auditing material. He also regularly teaches current audit and accounting-related material at LSL training seminars, webinars, and client education workshops and training events.

His work has entailed:

- The preparation of the ACFR for entities involved in CSMFO and GFOA in the U.S.
- Audit review and technical assistance throughout the year to deliver the most up-to-date information with current GASB pronouncements
- Presentation of audit results to Audit Committees or others charged with governance
- Risk assessment and evaluation of internal controls with COSO and Federal Green Book
- Single Audits in accordance with new Uniform Guidance

MEMBERSHIPS

AICPA, AICPA SLG Expert Panel CalCPA, CalCPA State GAA, CSMFO, GFOA

EDUCATION

Bachelor of Arts Degree in Accounting, Magna Cum Laude – Vanguard University

LICENSE

Certified Public Accountant:
California

ENGAGEMENTS

City of Chula Vista
City of Citrus Heights
City of Coronado
City of Dinuba
City of Dixon
City of Emeryville
City of Galt
City of Lathrop
City of Live Oak
City of Livingston
City of Menlo Park
City of Newark
City of Pasadena
City of Pleasanton
City of Riverside
City of Roseville
City of Santa Monica
City of Shafter
Coachella Valley Water District
County of Sutter
County of Yolo
Covered California
East Bay Municipal Utility District
GDPUD
Inland Empire Utilities Agency
Monterey Peninsula Airport District
Orange County Water District
San Joaquin Council of Gov.
Santa Clarita Valley Water Agency
Three Valleys Municipal Water Dist.
Union Sanitary District



Frank North, CPA

SENIOR MANAGER

ACHIEVEMENTS

Frank currently serves as a technical reviewer for the Government Finance Officers Association (GFOA). He has earned the Advanced Single Audit Certification issued by the AICPA for planning, performing, and evaluating Single Audits in compliance with the Uniform Guidance.

CONTINUING EDUCATION

142 total hours over the last three years, **86 of which were in governmental accounting and auditing subjects**. Frank meets the requirements of governmental CPE Government Auditing Standards.

EXPERIENCE

With 30 years of experience in governmental audits, Frank has established himself as an outstanding asset and resource at LSL. He has demonstrated his talents in the areas of municipal accounting and auditing. During his time with the firm, Frank has performed all phases of our municipal audits, including ACFR audits, successor agency audits, component units, municipal utilities, and single audits. He has been involved in the following municipal engagements.

His work entailed the preparation of the Comprehensive Annual Financial Report for those entities involved in the award programs of the California Society of Municipal Finance Officers and the Government Finance Officers Association of the United States and Canada.

MEMBERSHIPS

AICPA, CalCPA, GFOA

EDUCATION

Bachelor of Arts Degree in Business Administration, emphasis in Accounting – California State University, Fullerton

LICENSE

Certified Public Accountant:
California

ENGAGEMENTS

City of Barstow
City of Big Bear Lake
City of Canyon Lake
City of Chino Hills
City of Downey
City of Grand Terrace
City of Inglewood
City of Irwindale
City of Malibu
City of Manhattan Beach
City of Rancho Cucamonga
City of Redondo Beach
City of Riverside
City of Rialto
City of San Marino
Eastern Municipal Water District



Calvin Kunkel, CPA

AUDIT MANAGER

ACHIEVEMENTS

Calvin helps our clients prepare and implement their Annual Comprehensive Financial Report (ACFR) for the Government Finance Officers Association (GFOA) award. He brings insightful perspectives to tackling our client's toughest obstacles. He loves helping clients recognize patterns and effectively apply analytic procedures to resolve their unique and complex challenges.

CONTINUING EDUCATION

230 total hours over the last three years, **75 of which were in governmental accounting and auditing subjects**. Calvin meets the requirements of governmental CPE Government Auditing Standards.

EXPERIENCE

Calvin has performed all phases of our government audits, including ACFR audits, Single Audits, and special districts.

His work has entailed:

- Assisting in the preparation of the Annual Comprehensive Financial Report
- Performing analytical and substantive audit procedures on account balances
- Planning the nature, timing, and extent of procedures involved in the audit process audits in accordance with the provisions of Government Auditing Standards and the provisions of the Single Audit Act and the Uniform Guidance
- Assisting clients with the preparation and review of GASB 68, 75, and 84 journal entries
- Review of capital assets, debt service, and federal and state award schedules

MEMBERSHIPS

Firm Member, PrimeGlobal

EDUCATION

B.A. degree in English – Illinois State University

Master of Accountancy – Northern Illinois University

LICENSE

Certified Public Accountant
Illinois

ENGAGEMENTS

City of Burbank
City of Cathedral City
City of Diamond Bar
City of Inglewood
City of Palm Desert
City of Redondo Beach
City of Rialto
City of Vacaville
Ontario Intl Airport Authority
San Bernadino MWD
SCAQMD