



STAFF REPORT

Meeting Type: Board of Directors
Title: Second Amendment to Professional Services Agreement for Auditing Services
From: Bret Uppendahl, Acting General Manager
Meeting Date: June 18, 2024

TYPE OF ACTION: X Action Information Review and Refer

RECOMMENDATION: Authorize the General Manager to execute the Audit Services Second Amendment with Maze and Associates to perform Audit Services for Fiscal Years ending June 30, 2024 and June 30, 2025

SUMMARY: The District entered into an agreement for audit services with Maze and Associates on April 2, 2019, who performed the District audits through Fiscal Year 2022. An amendment to extend the agreement was approved on January 19, 2023 to complete the Fiscal Year 2023 audit. Staff recommends that the Board authorize the General Manager to execute a two-year extension for the District's annual audit services with Maze and Associates to allow them to perform the District's audits for Fiscal Years 2024 and 2025.

DISCUSSION: Maze and Associates is the District's current auditing firm and has provided exceptional service in completion of the audit, annual report and accounting support since Fiscal Year 2019. Maze and Associates has requested a nominal increase of \$1,613 for fiscal year end 2024 and \$1,670 for fiscal year end 2025.

ENVIRONMENTAL REVIEW: Not applicable.

FISCAL IMPACT: The cost for the annual audit services for Fiscal Year 2024 is \$52,471, which includes the cost of the annual audit services of \$47,701 plus a single audit of \$4,770. For Fiscal Year 2025, the cost of the annual audit services is \$49,371. The audit fee is consistent with the adopted budget for FY 2024/25 and will be included in the FY 2025/26 budget request.

ATTACHMENT(S):

1. Amendment No. 2 To Agreement For Professional Services Between Marin Municipal Water District and Maze and Associates

DEPARTMENT OR DIVISION	DIVISION MANAGER	APPROVED
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Finance



Bret Uppendahl
Acting General Manager

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Acting General Manager