



JANUARY 17, 2025

# CITY OF BEAUMONT

PROPOSAL FOR PROFESSIONAL AUDITING SERVICES  
FOR THE FISCAL YEARS ENDING JUNE 30, 2025 THROUGH 2029  
(WITH THE OPTION FOR A ONE-YEAR EXTENSION)

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FEIN 95-2662063

**City of Beaumont  
Proposal for Professional Auditing Services**

**Table of Contents**

Page

**Transmittal letter** ..... i

**Firm qualifications and experience** ..... 1

- Firm information*
- License to practice in California*
- Independence*
- About our firm*
- Range of services*
- Governmental Audit Quality Center*
- Housing Authority and Successor Agency experience*
- Single audit experience*
- ACFR preparation*
- Engagement quality control*
- Equal opportunity employer*
- External quality control review*
- Disciplinary action*

**Specific audit approach**..... 5

- Engagement approach*
- Audit approach and proposed audit segmentation*
- Level of staff and approximate number of hours assigned to each segment*
- Sample sizes (including for compliance testing)*
- Intelligent audit technology*
- Analytical procedures*
- Auditing in a remote environment*
- Commitment to client collaboration*
- Proposed audit timing*

**City staff** ..... 12

- Specific tasks required from City staff*
- Respective roles*

**Specific expertise desired** ..... 14

**Key personnel**..... 15

- Quality of service and engagement team*
- Partner and supervisory staff involvement*

**Partner, supervisory, and staff qualifications and experience**..... 15

- Staff continuity*
- Continuing professional education*
- Assigned personnel*
- Engagement team resumes*

**Disclosure** ..... 23

**References** ..... 23

**Overview and scope of services**..... 25

- Services to be provided*

January 17, 2025

City of Beaumont  
550 E. 6<sup>th</sup> Street  
Beaumont, CA 92223

We are pleased to respond, on behalf of Rogers, Anderson, Malody & Scott, LLP (RAMS), to your request for a proposal regarding professional auditing services. As a recognized industry leader and innovator for over 77 years, our goal has been to provide honest, high-quality, and objective results to all our clients, including governmental organizations such as yours. This dedication has fueled our firm's tremendous organic growth while ensuring personalized, client-focused services, with some clients being with us for over 25 years.

At RAMS, we are committed to achieving the highest quality audit in the most effective manner possible. We understand the complexities of performing governmental audits, which is why we have a dedicated team of auditors with specialized knowledge and experience to ensure our audits are planned and executed efficiently and effectively, providing you with the highest quality services.

We understand that the City of Beaumont (the City) will review other proposals during this process, but we believe that RAMS is the exceptional choice for your audit for the following reasons:

**Reputation:** We have an established reputation in the governmental and not-for-profit accounting and auditing community for providing excellent, timely service with high-quality reporting.

**Advanced Tools:** We utilize Teammate Analytics, a suite of over 200 Computer Aided Audit Tools (CAATs), empowering our audit teams to perform powerful data analysis that enhances our substantive audit procedures and helps identify transactions or amounts indicative of potential fraud.

**Risk-Based Approach:** Our intelligent, risk-based audit allows us to focus on key audit areas, increasing efficiency and resulting in a higher quality audit at a reasonable fee.

**Experience:** We currently provide auditing services to over 70 governmental agencies and not-for-profit organizations, including over 30 cities with enterprise activities and over 35 special districts.

**Remote Capabilities:** We have developed a comprehensive remote working environment for our audits. All our staff are equipped to work remotely effectively and efficiently, ensuring a quality audit.

**Commitment to Deadlines:** We are committed to meeting all reporting/auditing deadlines, resolving any issues encountered during your audit, and providing you with quality audit services.

**Minimizing Stress:** We understand the audit process can be stressful for you and your staff. We strive to make the audit process as trouble-free as possible by comprehensively planning and utilizing our staff and audit technologies efficiently and effectively while minimizing disruptions and miscommunications.

**Personable Team:** Our audit team members are personable and easy to work with, yet focused on the audit. Through open and responsive communication, we aim to minimize operational distractions for your staff while maximizing quality service.

**Quality Control:** We have an extensive internal quality control review process to ensure your financial reports meet the highest standards. Each report prepared by the engagement team is reviewed by the engagement manager, and thoroughly examined by two partners and at least one professional proofreader.

**Award-Winning Assistance:** We have assisted many clients with the preparation of their Annual Comprehensive Financial Reports. All our clients who submitted reports for GFOA award have received them. Our participation as a GFOA reviewer also indirectly benefits our clients in the quality review process.

**Value for Investment:** Our fee estimate provides a fair and reasonable investment, commensurate with the level of service provided and the experience of the audit team members. While we may not be the lowest bidder, our focus is on delivering the best value and high-quality services, pricing our engagements accordingly.

**Local Presence:** As a Southern California firm, our employees live, work, and shop in the region, allowing local cities to benefit from our sales and property taxes.

Our proposal is prepared clearly, concisely, and in accordance with the request for proposal. We believe our firm, staff, and reputation as a leader in governmental auditing exceed the need for the typical excessive information found in other proposals.

Rogers, Anderson, Malody & Scott, LLP is properly licensed to practice in California, including all the professional staff assigned to this engagement. Mrs. Brianna Schultz, Partner and Mr. Manno, Partner, are authorized to represent the firm, submit the bid, and sign a contract with the City. We understand the work to be done as listed in the section of this proposal titled "Services to be Provided," and we are committed to meeting any agreed-upon time frames. This proposal is a firm and irrevocable offer for ninety (90) days.

Thank you for the opportunity to present our proposal to the City. We are committed to exceeding your expectations of an auditor and believe this proposal provides you with comprehensive information about our firm, service team members, and our customized audit approach. We look forward to establishing a long and mutually beneficial relationship with the City. Please feel free to contact us if you have any questions regarding this proposal.

Respectfully yours,

**ROGERS, ANDERSON, MALODY & SCOTT, LLP**



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Scott Manno, CPA, CGMA  
Partner

# City of Beaumont Proposal for Professional Auditing Services

## Firm qualifications and experience

### *Firm information*

Name:	Rogers, Anderson Malody & Scott, LLP
Address:	735 E. Carnegie Drive, Suite 100
City, State, Zip Code:	San Bernardino, CA 92408
Corporate Structure:	Limited Liability Partnership
State/County of Incorporation:	California/San Bernardino
Website:	<a href="http://www.ramscpa.net">www.ramscpa.net</a>
Contact Information:	Scott Manno, CPA, CGMA, Partner, <a href="mailto:smanno@ramscpa.net">smanno@ramscpa.net</a> , 909.889.0871

### *License to practice in California*

Rogers, Anderson, Malody & Scott, LLP is licensed to practice in the State of California. Our key professional staff, which includes the partners, managers, and supervisors, are all certified public accountants licensed to practice in the State of California and follow all applicable Board of Accountancy standards.

### *Independence*

Rogers, Anderson, Malody & Scott, LLP is independent of the City and any component units, as defined by general standard number two of the generally accepted auditing standards, and by the second general standard for government auditing in the U.S. Government Accountability Office's *Government Auditing Standards*.

### *About our firm*

We are a local firm, established in 1948, located at 735 E. Carnegie Drive, Suite 100, San Bernardino, California. As a comprehensive accounting firm, we offer a full spectrum of services. With over 75 years of public practice experience, we are one of the oldest, most trusted, and respected CPA firms in Southern California, specializing in auditing, accounting, and management advisory services for governmental agencies and not-for-profit organizations. Annually, we dedicate over eighteen thousand hours to our audit practice, encompassing cities, redevelopment successor agencies, water districts, other special districts, not-for-profit corporations, and joint power authorities. Our focus on government accounting and auditing is a primary commitment, ensuring we deliver top-quality services to local governments.

We recognize the importance of engaging auditors with a deep understanding of the complex and ever-evolving accounting and compliance issues that governments face today. Our firm boasts a rich history in governmental accounting and auditing, equipping us with invaluable experience, in-depth knowledge, and the technical expertise necessary to conduct high-quality governmental audits. This expertise enables us to provide exceptional service and effective solutions at competitive fees, reflecting our value to clients. Furthermore, our active participation in various industry associations ensures we stay updated on the latest issues in governmental accounting, auditing, and operations. We promptly share any valuable insights with our clients to enhance their benefit.

Our firm has a total staff of fifty-four people, which includes sixteen certified public accountants. The staff consists of six partners, six managers, sixteen supervisors/senior accountants, twenty-two staff accountants, and four support staff. The audit staff consists of thirty-five members who devote over 80% of their time to municipal engagements. The engagement team assigned to the City's engagement will consist of the following full-time staff: one audit partner, one audit manager, one audit supervisor/senior, and two to three staff auditors. All personnel are out of our San Bernardino office.

# City of Beaumont Proposal for Professional Auditing Services

## Firm qualifications and experience (continued)

### *Range of services*

In addition to auditing services for governmental entities, our firm offers a wide range of other services, including:

- SB 341 compliance (Successor Agencies)
- Internal control agreed-upon procedures
- Finance director and accounting support services
- Studies and evaluations of financial condition and fiscal policies
- Transient Occupancy Tax agreed-upon procedures
- Franchise (refuse, cable) agreed-upon procedures
- Development and review of accounting policies and procedures
- Cash management studies
- Assistance with financing and public bond offerings
- Support with franchise agreements (ambulance, cable, television, refuse, etc.)

Additionally, we provide accounting, auditing, attest, and consulting services to both for-profit and not-for-profit entities. Our services also include tax preparation and consulting for individuals, corporations, and partnerships. We offer complimentary tax consultation services to our municipal audit clients.

### *Governmental Audit Quality Center*

As a member of the American Institute of CPAs *Governmental Audit Quality Center* (GAQC), we at RAMS are dedicated to maintaining the highest quality standards. Our commitment to the GAQC membership requirements includes designating a partner responsible for the quality of our governmental audit practice, establishing rigorous quality control programs, conducting annual internal inspections, and publicly sharing our peer review report findings. Our goal is to continually enhance our quality initiatives to provide the highest quality audit services possible.

Being a part of the GAQC also grants us access to comprehensive resources that further improve the quality of your audit. Our membership ensures we receive timely information on technical, legislative, and regulatory matters, which we apply to your audit to ensure compliance with current standards and regulatory changes, benefiting our clients.

### *Housing Authority and Successor Agency experience*

Over the past five fiscal years, the firm has audited the Housing Authorities and Successor Agencies for the following entities:

City of South Pasadena  
City of Thousand Oaks  
City of San Marcos  
City of Moorpark  
City of Fillmore  
City of Sierra Madre  
City of El Cajon  
Town of Yucca Valley  
City of Poway

City of San Bernardino  
City of La Verne  
City of San Jacinto  
City of Twentynine Palms  
City of La Mesa  
City of Rosemead  
City of Hawthorne  
City of West Covina  
City of Claremont

# City of Beaumont Proposal for Professional Auditing Services

## Firm qualifications and experience (continued)

### *Single audit experience*

Many of our municipal clients, as well as other governmental and not-for-profit clients, require audits in accordance with Uniform Guidance. Recently, we have conducted single audits for numerous entities.

Our specialized Single Audits Team is led by Partners and Managers who hold Intermediate and Advanced Single Audit Certifications from the AICPA, ensuring a successful and thorough engagement.

### *ACFR preparation*

We have extensive experience in preparing Annual Comprehensive Financial Reports (ACFR). For the past several years, our team prepared over between 20-30 ACFRs per year, with each entity receiving the Certificate of Achievement for Excellence in Financial Reporting from the GFOA. Additionally, we have assisted many cities and special districts in developing their first-year reports for submission. Four of our audit partners and five of our managers/supervisory staff serve as technical reviewers for the GFOA award program. We ensure all ACFRs comply with the GFOA certificate program checklist and address any prior year comments to guarantee thorough and compliant reports.

### *Engagement quality control*

Our internal quality control review process ensures your audit meets the highest standards. Financial reports prepared by a senior member of the engagement team undergo multiple levels of review: first by the engagement manager/supervisor, followed by the engagement partner, and finally a technical review by the engagement Quality Control partner. Additionally, all reports are proofread by at least one professional staff member. All audit workpapers are reviewed by the in-charge auditor and the partner in charge of the engagement.

### *Equal opportunity employer*

Our firm is an equal opportunity employer committed to providing employment opportunities to all qualified individuals, regardless of race, color, sex, religion, national origin, or disability. Our diverse staff represents a wide range of cultures and ethnic backgrounds. We offer advancement opportunities based on ability, skill, and desire to progress within the firm.



# City of Beaumont Proposal for Professional Auditing Services

## Firm qualifications and experience (continued)

### External quality control review

As a member of the AICPA Private Companies Practice Section, our firm has actively participated in the "Peer Review" program since 1993. Every three years, an independent firm of certified public accountants conducts an external review of our firm. This participation ensures that our engagements, firm policies, and audit procedures consistently meet the standards set by the AICPA, the Yellow Book, and the California State Board of Accountancy. Notably, throughout our participation in this program, our firm has consistently received pass ratings from the peer reviewers.

During each peer review, an independent firm assesses our policies and procedures and inspects a representative sample of engagement workpapers and reports, including those related to governmental entities and engagements subject to the Uniform Guidance. For the year ended November 30, 2020, our firm received a pass rating. This rating indicates that our auditing practices are suitably designed and complied with, providing reasonable assurance of performing and reporting in accordance with applicable standards. The results affirm that our custom audit approach and procedures are technically sound and compliant with all relevant standards.

### Disciplinary action

Our firm has a spotless record with no disciplinary actions taken or pending against it by state regulatory bodies or professional organizations. Additionally, there has never been any pending or settled litigation, nor any civil or criminal investigations. We are also not aware of any federal or state desk reviews or field reviews of our audits in the last three years.

### **Our firm has no record of substandard work.**

In addition to external quality control reviews, our firm conducts annual in-house monitoring procedures that mirror the external peer review processes, ensuring ongoing compliance and quality in our audit and attest engagements.



## Grant Bennett Associates

A PROFESSIONAL CORPORATION

### Report on the Firm's System of Quality Control

June 4, 2021

To the Partners of Rogers, Anderson, Malody & Scott, 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 Rogers, Anderson, Malody & Scott, LLP (the firm) in effect for the year ended November 30, 2020. 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](http://www.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, and an audit of an employee benefit plan.

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 Rogers, Anderson, Malody & Scott, LLP in effect for the year ended November 30, 2020, 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*. Rogers, Anderson, Malody & Scott, LLP has received a peer review rating of *pass*.

GRANT BENNETT ASSOCIATES  
A PROFESSIONAL CORPORATION  
Certified Public Accountants



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## Specific audit approach

### *Engagement approach*

Our engagement approach for your audit is meticulously designed to ensure measurable progress and successful outcomes. This involves setting clear goals and maintaining frequent communication between the engagement partner, lead auditor, and the team. Our approach leverages our extensive knowledge and expertise in governmental accounting and auditing to identify and address key audit and accounting risks specific to the government sector. Each year's audit includes a complete reassessment of the control environment, enabling us to respond to any changes in risk assessment effectively.

Key components of our Engagement Approach are as follows:

**Knowledge and Experience:** With over 77 years of auditing governmental entities of all sizes, we possess in-depth knowledge of the governmental environment. This enables us to perform efficient and effective audits, conduct detailed risk assessments, and identify significant audit risk areas within the City's control environment.

**Intelligent Design:** Utilizing advanced audit software and data analytic tools (*Engagement* and *Teammate Analytics*), we can analyze large volumes of data quickly, enhancing both the efficiency and effectiveness of our audits.

**Professional Oversight:** Our partners, managers, and supervisors have extensive experience in governmental audits, allowing us to design and execute audit strategies that are both effective and efficient.

**Timeliness:** Meeting deadlines is a professional commitment for us. We ensure that all required and agreed-upon deadlines are met.

**Open Communication:** Maintaining open lines of communication with all parties involved, including City management and staff, helps eliminate surprises and ensures a smooth audit process.

**Availability:** Our engagement team members are available year-round for any questions or additional consultation. City staff will have direct access to the partner, manager, and supervisory staff during and after the engagement.

**Cost-Effectiveness:** Our customized audit approach and experienced auditors help reduce overall audit costs while delivering effective audits and high-quality reports.

**Risk-Based Approach:** We perform detailed risk assessment procedures to understand the City and its environment, including internal controls. This forms the basis for our assessment of risks of material misstatement at the financial statement and relevant assertion levels. We may perform further audit procedures concurrently with risk assessment, as necessary.

### Specific audit approach (continued)

As stated elsewhere in our proposal, our primary objective is to conduct an audit of the financial statements in accordance with required auditing standards and to express an opinion on those statements. Our engagement approach also offers several value-added benefits at no additional cost:

**Efficiency and Minimal Disruption:** Our audits are designed to be efficient and effective, minimizing disruption to office operations.

**Practical Observations and Recommendations:** We provide practical observations and recommendations on internal control issues, accounting standards implementation, and related policies and procedures.

**Operating Efficiency Opportunities:** We identify opportunities for operating efficiencies that can help reduce the City's operating costs.

By employing this comprehensive engagement approach, we ensure that the City's audit is conducted with the highest standards of quality and professionalism.

#### *Audit approach and proposed audit segmentation*

The following is a summary of the audit team's approach for your engagement. The audit will be divided into the following segments:

**Segment 1 - Interim Testing:** Planning, Pre-Audit Administration, and Internal Control Testing

**Objectives:** During this phase, our principal objectives will be to gather information about the City and its environment, including its internal controls over financial reporting.

#### **Approach:**

- **Initial Meetings:**
  - Meet with the City's staff to determine convenient dates to begin our audit and to discuss the assistance to be provided by the City's staff.
- **Engagement Team Brainstorming:**
  - Hold brainstorming sessions with engagement team members to discuss the susceptibility of the City's financial statements to material misstatement and fraud.
- **Review and Evaluation:**
  - Review and evaluate the City's accounting and reporting processes by examining the prior year's audit workpapers, City-prepared documents such as budgets, in-house financial reports, policies and procedures manuals, and minutes of governance meetings.
  - Perform analytical procedures to enhance our understanding of the City and identify areas that may need further assessment and additional testing.
- **Regulatory Review:**
  - Review and retain copies of any pertinent local, state, and federal statutes, regulations, or charters that apply to the City.

### Specific audit approach (continued)

- **Internal Control Evaluation:**
  - Obtain a thorough understanding of the City's internal controls over financial reporting and compliance by documenting key internal control components, utilizing questionnaires, walkthroughs, inquiries, and observation.
  - Evaluate the design of controls relevant to the audit and test controls, if control risk is to be assessed below maximum, by selecting a sample of transactions and reviewing supporting documentation.
- **Management Communication:**
  - Document and review any findings noted during the testing of internal controls with management.
  - Provide a preliminary management letter with recommendations for improving any weaknesses in operations and suggestions for enhancing the efficiency of the City's operations.
- **Audit Data Analytics:**
  - Utilize powerful audit data analytic software to analyze large amounts of data quickly and focus on areas/transactions that are red-flagged.

#### *IT General Controls:*

- **Security Access Controls:**
  - Evaluate general system security settings, password parameters, processes for adding, deleting, and changing security access, access capabilities of various user types, access controls to networks and financial applications, data file access controls, and physical access to networks and servers.
- **Computer Operations:**
  - Evaluate backup and recovery processes and review procedures for identifying and handling operational problems.
- **System Development and Changes:**
  - Evaluate processes related to system development and system changes, if applicable.
- **Application Testing:**
  - Determine the necessity of testing application controls based on professional judgment during the planning stages of the engagement.

**Audit Team:** This phase will be performed by the audit manager, audit senior, and two to three staff accountants, under the direct supervision of the audit partner.

This comprehensive approach ensures a thorough understanding of the City's financial environment and internal controls, setting a solid foundation for the audit.

## Specific audit approach (continued)

### **Segment 2 - Year-End Testing: Substantive Testing**

**Objectives:** During this phase, our primary objectives will be to assess the risk of material misstatement at the financial statement level and specific assertions, design overall responses to assessed risks and further audit procedures, perform substantive tests, and complete the audit while evaluating audit findings, if applicable.

#### **Approach:**

- **Risk Assessment and Audit Plan Development:**
  - Identify significant risks and develop a detailed audit plan using the results from Segment 1.
- **Design and Perform Substantive Tests:**
  - Design substantive tests of account balances tailored to the City's operations and assessed level of risk. Substantive procedures will include testing material balance sheet accounts, material revenue and expenditure/expense accounts, along with various analytical procedures, as necessary.
  - Confirm various accounts with outside parties (e.g., cash, investments).
- **Risk Evaluation:**
  - Determine whether our testing supports the initially assessed level of risk at both the financial statement level and the assertion level.
- **Audit Adjustments:**
  - If any proposed audit adjustments are noted, we will discuss and explain them in detail with the appropriate level of management before posting.

**Audit Team:** This phase will be performed by the audit manager, audit senior, and two to three staff accountants, under the direct supervision of the audit partner.

### **Segment 3 - Reporting: Report Preparation and Audit Conclusion (Workpaper Review)**

**Objectives:** During this phase, our principal objectives will be to evaluate whether the financial statements, as a whole, are free from material misstatement, form an opinion(s), and issue our report.

#### **Approach:**

- **Material Misstatement Evaluation:**
  - Determine, based on our substantive testing and other procedures, whether the financial statements, as a whole, are free of material misstatement. This will provide the basis for our opinion(s).
- **Workpaper Review:**
  - Review all audit workpapers to ensure the audit was performed in accordance with required standards (GAAS, GAGAS, etc.) and prepare drafts of all required reports by the agreed-upon dates.
- **Quality Control Review:**
  - Conduct an independent review of the financial statement draft by the engagement's quality control partner and issue all reports by the agreed-upon dates.

**Audit Team:** This phase will be performed by the audit manager, audit senior, and one staff accountant, under the direct supervision of the audit partner. Additionally, the engagement's quality control partner will perform a detailed quality control review of the financial statements.

# City of Beaumont Proposal for Professional Auditing Services

## Specific audit approach (continued)

**Customization and Communication:** The procedures listed above are general. After our initial review of the City and our detailed risk assessment, we will customize the engagement to address the specifics of the City and the audit itself. We will determine which procedures to perform based on our risk assessment. All our audits are customized to each entity, ensuring a complete, effective, and efficient audit. Our approach is founded on open communication, a strong knowledge of the City's operations, and detailed planning at the initial stages of the audit.

**Timeliness and Resource Allocation:** Our firm is dedicated to performing a timely audit engagement. Prior to the start of the audit, we will meet with City staff to agree on adequate timeframes for the performance of the audit and the release of the financial statements. We will allocate the necessary resources to meet these agreed-upon timeframes.

### Level of staff and approximate number of hours assigned to each segment

Segment	Partner	Manager	Senior	Staff	Total
Segment 1	5	6	30	57	98
Segment 2	9	10	48	75	142
Segment 3	11	9	42	18	80
Totals*	25	25	120	150	320

\* = excludes Single Audit hours

### Sample sizes (including for compliance testing)

Our sample sizes will be determined in accordance with the AICPA's *Audit and Accounting Guide, Audit Sampling*, and will be selected using professional judgment or our TeamMate Analytics software, depending upon circumstance, as permitted by Statement on Auditing Standards. Our methods are designed to provide the most audit coverage without expending excess time. Our sample sizes will depend upon our preliminary assessment of control risk, our planned substantive testing and analytical procedures as well as our professional judgement.

We utilize our Computer Aided Audit Tools (CAAT) software, Teammate Analytics, to draw our audit samples. The software allows us to generate random samples, systematic samples, stratified samples, attributes samples as well as monetary unit samples (also called probability-proportional-to-size or dollar unit sampling).

### Intelligent audit technology

Our audits leverage advanced technology through powerful software tools such as Engagement and Teammate Analytics. Additionally, all audit team members are connected wirelessly, enabling real-time information sharing. The benefits of our audit technologies include:

**Teammate Analytics:** This suite of over 200 dynamic Computer Aided Audit Tools (CAATs) allows us to analyze large amounts of data in seconds. Using data directly from the City, we can search for duplicate checks, detect transactions during unusual hours or on holidays/weekends, perform Benford's Law analysis, and identify instances where a vendor has issued multiple invoices with sequential references, among many other tests. This empowers our audit teams to perform powerful and meaningful data analysis, enhancing our value-added services.

### Specific audit approach (continued)

**Customized Analytical Schedules:** We create our own analytical schedules to easily compare current balances to prior year balances and current vs. budget balances, significantly reducing the time required from City staff.

**Real-Time Financial Statement Analysis:** Once your trial balances and financial statements are entered into our software, we can review your financial statements in the field, allowing us to notice and address any variances immediately.

**Linked Financial Statement Schedules:** We link financial statement schedules directly to our audit software trial balances, enabling us to provide the City with fund financial statements almost immediately after importing the trial balances.

**Audited Trial Balances:** We provide the City with audited trial balances that show the coding of the financial statement schedules, making it easier for City staff to review. These reports include each account coded to a specific financial statement line item/function and journal entries posted during the audit.

#### *Analytical procedures*

To effectively utilize analytical procedures, industry background and knowledge are essential. With our firm's extensive experience and qualified staff, we possess the necessary knowledge to apply analytical procedures efficiently throughout our audit of the City.

- **Interim Phase:**
  - Compare current and prior year unadjusted balances to identify areas requiring additional analysis.
  - Compare current year actual amounts to the City's annual budget (both original and adopted).
  
- **Final Phase:**
  - Perform procedures similar to those in the interim phase.
  - Compare certain financial ratios for current and prior years.
  - Conduct reasonableness tests.
  - Investigate any significant variances further through inquiry and additional substantive testing until resolved to our satisfaction.
  
- **Post-Fieldwork:**
  - Compare current and prior year audited balances, considering expected relationships based on our knowledge of the City, similar entities, and the general economic environment.
  - Utilize additional analytical techniques such as trend analysis as needed.

***Unlike other audit firms, we use analytical procedures to supplement, not supplant, our substantive testing, ensuring a thorough and comprehensive audit***

#### *Auditing in a remote environment*

The evolution of technology has revolutionized the accounting and auditing profession, enabling us to provide high-quality services remotely with efficiency, precision, and timeliness. During the COVID-19 pandemic, our firm adapted quickly to a fully remote audit environment and developed processes that have since become integral to our standard approach. These advancements not only enhanced the quality of our audits but also resulted in significant efficiencies for both our team and our clients.



## Specific audit approach (continued)

### **Remote Audit Approach**

- **Technology Utilization:**
  - We use secure cloud-based platforms for document sharing and management, such as Engagement Organizer, ensuring client data remains safe and accessible.
  - Video conferencing tools (e.g., Zoom, Microsoft Teams) facilitate real-time communication with City staff, enabling collaborative discussions and efficient issue resolution.
- **Workflow and Communication:**
  - Regular Communication: We maintain routine contact with clients throughout all phases of the audit via email, phone calls, and video meetings.
  - Responsiveness: Our team prides itself on quick turnaround times for questions or issues, making remote collaboration as seamless as on-site interactions.
- **Flexibility for On-Site Presence:**
  - While we anticipate performing the majority of our work remotely, we understand that some aspects of the audit may benefit from an on-site presence. If desired, we will work with the City to determine an acceptable staffing level for in-person activities, balancing health, safety, and operational needs.

### **Benefits of Remote Auditing**

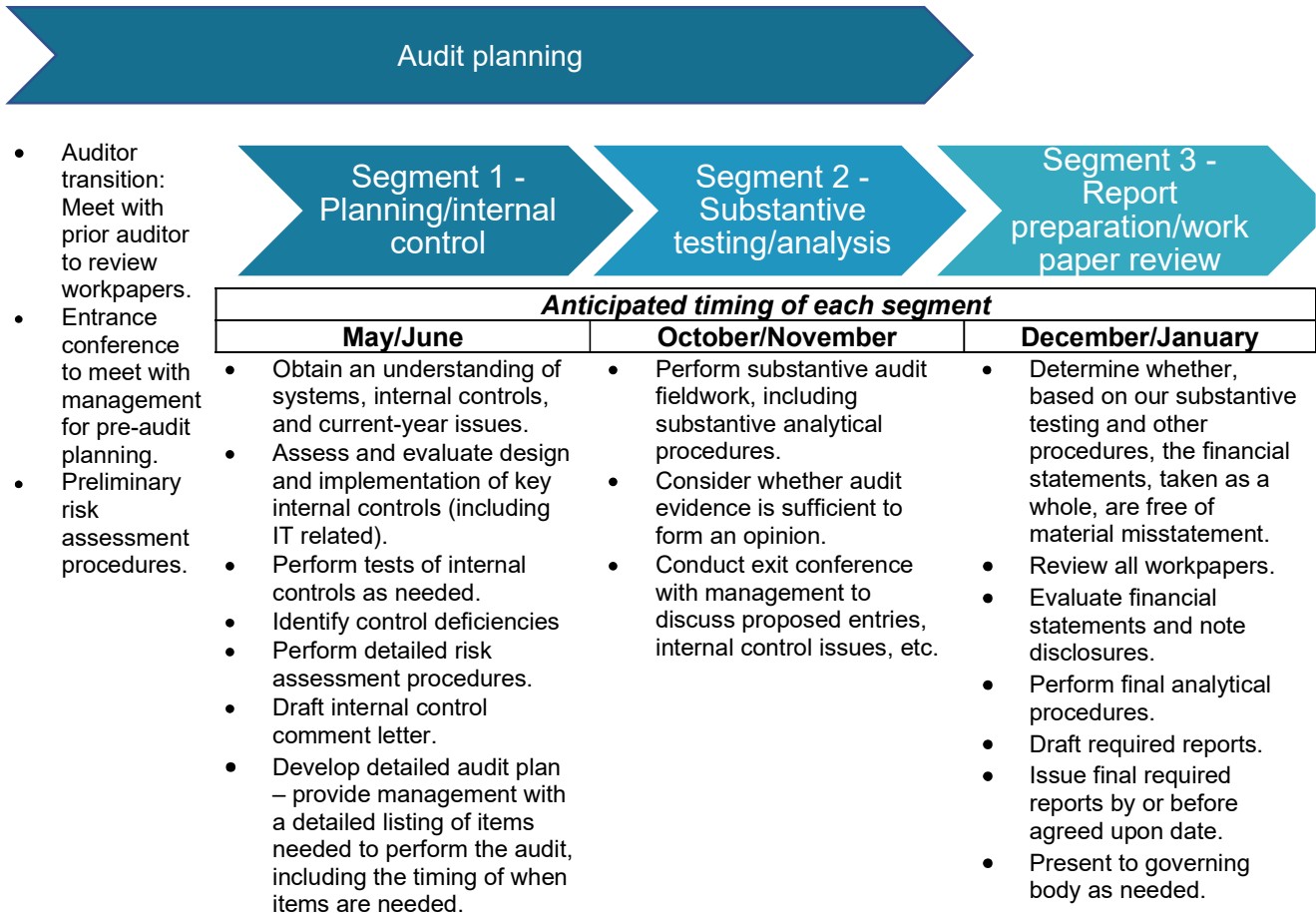
- **Efficiency Gains:**
  - Remote auditing reduces the need for travel time, allowing both auditor and auditee to focus on the tasks at hand, resulting in faster turnaround on requests and issue resolution.
  - Immediate access to digital documents and records eliminates delays associated with physical transfers of information.
- **Enhanced Quality of Life:**
  - By minimizing travel, our staff can dedicate more time to client work and professional development, improving overall morale and productivity.
- **Environmental Impact:**
  - Reducing unnecessary travel decreases traffic congestion, lowers fuel consumption, and contributes to improved air quality in Southern California.
- **Year-Round Availability:**
  - Our remote-first approach fosters an ongoing partnership, encouraging clients to reach out throughout the year for guidance on matters that could impact the audit or their financial reporting.

### *Commitment to client collaboration*

We understand that each client's needs are unique, and we remain flexible in our approach to ensure the audit process aligns with the City operational requirements. Our primary goal is to provide a smooth and efficient audit experience, leveraging technology while maintaining the personal connection and professionalism our clients expect. Should the need arise for on-site activities, our team will seamlessly integrate in-person work while maintaining the efficiencies gained through remote auditing practices.

**Specific audit approach (continued)**

*Proposed audit timing*



**City staff**

Our firm recognizes that effective communication is critical to the success of any audit engagement, especially when working with municipal clients. We prioritize proactive, transparent, and consistent communication to ensure alignment with City staff, jurisdictional stakeholders, and the public. Our approach includes the following elements:

- **Kickoff Meeting:** At the outset, we will hold a comprehensive kickoff meeting with City staff and relevant stakeholders to establish expectations, timelines, and key deliverables. This meeting will allow us to identify primary points of contact, preferred communication methods, and any specific concerns or priorities of City staff.
- **Regular Status Updates:**
  - **Frequency:** Weekly or biweekly check-ins (virtual or in-person) to discuss progress, address concerns, and update City staff on the audit’s status.
  - **Deliverables:** Updates will include upcoming deadlines and any potential obstacles requiring City input or action.

## City staff (continued)

- **Collaborative Stakeholder Engagement:**
  - **Other Jurisdictional Stakeholders:** When applicable, we will coordinate meetings or requests with other jurisdictional entities (e.g., pension plan administrators, grantors) to minimize duplication of efforts and ensure consistency in information sharing.
  - **Public Communication (if necessary):** If the audit findings require public presentation, we will collaborate with City staff to prepare materials, ensure transparency, and present information in a manner that is clear and accessible to all stakeholders.
- **Communication Channels:** We will utilize email, virtual collaboration tools (such as Microsoft Teams or Zoom), and secure document-sharing platforms to facilitate efficient communication and minimize disruption to City operations.

### *Specific tasks required from City staff*

To perform the audit efficiently, we will require the following tasks and support from City staff:

- **Document Preparation and Provision:**
  - Trial balances, general ledger details, and reconciliations for key accounts.
  - Supporting schedules for capital assets, revenues, expenditures, and debt obligations, etc.
  - Copies of policies, procedures, contracts, and agreements relevant to the scope of the audit.
- **System Access and Support:**
  - Access to financial systems, reports, and databases necessary for testing and analysis.
  - Availability of IT personnel for queries related to system-generated reports, if needed.
- **Coordination with Departments:**
  - Assistance in scheduling meetings with department heads and other relevant stakeholders, if needed.
  - Coordination to ensure timely responses to audit requests.
- **Feedback on Findings:**
  - Review and validation of preliminary audit findings to ensure accuracy and provide context.

### *Respective roles*

#### **City Staff Roles:**

- **Primary Point of Contact:** Serve as the liaison between our audit team and City departments to streamline communication and provide requested information promptly.
- **Information Providers:** Deliver accurate and timely data, supporting documentation, and responses to audit inquiries.
- **Reviewers:** Review draft findings, journal entries, provide feedback, and assist in clarifying any discrepancies.

#### **Our Firm's Roles:**

- **Project Management:** Take full responsibility for planning, executing, and monitoring all aspects of the audit process.
- **Data Analysis:** Conduct detailed testing and analysis of financial data to ensure compliance and accuracy with generally accepted accounting principles.

# City of Beaumont Proposal for Professional Auditing Services

## City staff (continued)

- **Issue Resolution:** Identify, document, and communicate any discrepancies or concerns, and work collaboratively with City staff to resolve them.
- **Reporting:** Prepare clear, concise reports summarizing findings, recommendations, and areas for improvement, ensuring compliance with applicable standards.

By maintaining a collaborative and structured approach, we aim to deliver a seamless audit process that meets the City's needs while minimizing disruption to daily operations.

## Specific expertise desired

Our firm has substantial experience providing audit and advisory services to municipalities with extensive use of Community Facility Districts (CFDs), Development Impact Fees (DIFs), and land-secured bond issuances. This specialized expertise allows us to understand the complexities and nuances associated with these financial instruments and funding mechanisms.

### ***Community Facility Districts (CFDs):***

- **Audit Expertise:** Our team has audited numerous CFD issuances, including recording the issuance, testing for compliance, and the proper allocation of funds to authorized uses.
- **Governance and Oversight:** We have experience reviewing the administration of CFDs to ensure compliance with the Mello-Roos Community Facilities Act, including annual reporting requirements, and proper segregation of funds.

### ***Development Impact Fees (DIFs):***

- **Compliance Audits:** We have audited DIF programs for several municipalities, ensuring that fee collections, and expenditures align with applicable legal requirements, including California's Mitigation Fee Act (AB 1600).
- **Program Management:** Our work includes assessing whether DIFs are used appropriately to fund infrastructure and public facilities directly related to development impacts.

### ***Land-Secured Bond Issuances:***

- **Issuance and Compliance:** We have extensive experience auditing land-secured bonds, such as those used to finance public infrastructure within CFDs. This includes reviewing official statements, assessing compliance with continuing disclosure obligations, and evaluating the use of proceeds.
- **Debt Service and Credit Analysis:** Our team is skilled in analyzing debt service schedules, coverage ratios, and assessing the fiscal health of the issuing district to ensure long-term viability and compliance with bond covenants.

We are confident that our demonstrated expertise in CFDs, DIFs, and land-secured bonds will add significant value to the City's financial oversight and help maintain public trust in these critical funding mechanisms.

# City of Beaumont Proposal for Professional Auditing Services

## Key personnel

### *Quality of service and engagement team*

The quality of service you receive hinges on the capabilities of the individuals assigned to your engagement and how effectively these personnel resources are organized. Our professionals are highly trained, knowledgeable, and have a deep understanding of the environment in which governmental and not-for-profit entities operate. This expertise is crucial for providing the City with an effective and efficient audit.

Our engagement team brings significant experience and a practical understanding of governmental accounting and auditing, combined with a broad business perspective. Each member has access to a wide range of technical resources and knowledge bases, enabling them to offer practical observations and effective solutions to the City.

### *Partner and supervisory staff involvement*

Our partners and supervisory staff are actively and continuously involved in all aspects of their engagements. We believe that their involvement is a key aspect of the overall audit process. This includes being on-site for interim and year-end fieldwork, ensuring a proper, efficient, and effective audit with minimal disruption to your staff. The time spent on-site by partners and supervisory staff allows them to understand the City's accounting processes and procedures thoroughly. This understanding helps in evaluating and developing opportunities for efficiency and offering practical advice to improve your accounting processes and procedures.

All professionals on this engagement have extensive experience with audits similar to the City's, eliminating the need for the City to train our team.

## Partner, supervisory, and staff qualifications and experience

### *Staff continuity*

Maintaining continuity of audit staff is a principal concern for our firm. To retain our staff, we offer competitive wages, advancement opportunities, generous medical packages, a retirement plan, bonus opportunities, and educational benefits. While we strive for continuity, we acknowledge that staff changes may occur. We plan to provide consistent staff year to year, which is in the best interest of both the City and our firm. Continuity ensures an orderly, efficient, and less disruptive audit experience. In case of staff changes, principal supervisory and management staff, including engagement partners, managers, other supervisory staff, and specialists, may be replaced if they leave the firm or are promoted. However, the City reserves the right to accept or reject replacements.

Due to the significant involvement of our partners in all engagements, any staff transition would have a minimal impact on audit efficiency and effectiveness in subsequent years.

### *Continuing professional education*

Our auditor specialists stay current in this technical practice area by adhering to, and typically exceeding, the continuing professional education requirements of Government Auditing Standards and the State Board of Accountancy guidelines. All professionals at our firm participate in continuing professional education (CPE) programs sponsored by various organizations, including the Government Finance Officers Association, the American Institute of Certified Public Accountants, the California State Society of Certified Public Accountants, the California Society of Municipal Finance Officers, and the Association of Government Accountants. These programs ensure our clients are serviced by the best-trained and most proficient government auditors and accountants available. We also provide in-house training conducted by our partners and senior staff using published resources. All staff are required to attend fraud and ethics training. Our goal is to provide professional staff with continuing education that exceeds the minimum standard of 80 hours over two years.

**Partner, supervisory, and staff qualifications and experience (continued)**

According to our firm's Quality Control document and Government Auditing Standards (GAS), all staff working on audits subject to GAS must complete CPE in line with GAS standards, requiring 24 hours directly related to governmental accounting and auditing.

To further increase our technical knowledge, we utilize resources such as the Governmental Audit Quality Center Annual Webcast Update, other relevant seminars, and monthly publications from the AICPA, the GFOA, and other sources. We also attend conferences and seminars sponsored by the GFOA, California Society of Municipal Finance Officers, California State Society of Certified Public Accountants, and the California Special Districts Association.

*Assigned personnel*

Our goal is to provide you with capable, competent, and personable individuals who possess an extensive background in governmental accounting and auditing and general business practices. This allows us to offer practical solutions and technical support, keeping you at the forefront of governmental accounting and helping you navigate complex issues.

Our engagement team has the managerial and supervisory experience to provide the City with a comprehensive audit of the highest quality while focusing on personal service. The resumes of the key engagement personnel assigned to the audit are presented below. These individuals will be assigned to the engagement for the entire contract period.

*Scott W. Manno, CPA, CGMA – Partner, Engagement Partner*

Scott will serve as the Engagement Partner for your municipal audit. He is licensed to practice as a certified public accountant in the State of California and brings over 29 years of public accounting experience, specializing in serving local governments. As the engagement partner, Scott will be responsible for the overall quality of the engagement, ensuring it is performed efficiently and effectively. He will directly oversee all engagement staff, assist in planning and performing the engagement, and review all workpapers and required reports prepared during the engagement.

Scott, like all our partners, is a working partner and will be actively involved in all aspects of the engagement, ensuring a high standard of service and attention to detail throughout the process.

*Brianna Schultz, CPA - Partner, Concurring Partner*

Brianna will be the Concurring Partner. She is licensed to practice as a certified public accountant in the State of California. She has over 15 years of practical, governmental accounting and auditing experience. As the concurring partner Brianna will work directly with Scott in planning and performing the engagement. In addition, she will provide technical consultation for the engagement team.

*Gardenya Duran, CPA, CGMA – Partner, Quality Control Reviewer*

Gardenya will be the Quality Control Reviewer. She is licensed to practice as a certified public accountant in the State of California and has over 15 years of practical, governmental accounting and auditing experience. Gardenya will be responsible for the final quality control review of all released opinions and related reports.



**Partner, supervisory, and staff qualifications and experience (continued)**

*Veronica Hernandez, CPA – Audit Manager*

Veronica is an Audit Manager with the firm. She is licensed to practice as a certified public accountant in the State of California. Veronica has over 9 years' experience in providing accounting and auditing services for municipalities, special districts and various not-for-profit organizations. As an audit manager, she will work directly with the audit in-charge and partner, while supervising the engagement team during all phases of the engagement. In conjunction with the audit in-charge, she will also oversee the preparation of any required reports.

*Devin Feldhut – Audit Senior*

Devin is an Audit Senior with our firm, bringing three years of experience in providing accounting and auditing services to municipalities, special districts, and various not-for-profit organizations.

As an Audit Senior, Devin will work closely with the engagement partner and manager. He will be responsible for planning the audit, supervising the staff assigned to the engagement, and reviewing all workpapers prepared for the engagement. Additionally, he will oversee the preparation of any required reports, ensuring thoroughness and compliance with all standards.

*Mr. Terry Shea, CPA – Consultant*

Terry is a retired municipal audit partner with the firm providing consulting services. He is licensed to practice as a certified public accountant in the State of California. Terry has over 40 years of public accounting experience and has provided accounting, auditing, and consulting services for municipalities, special districts, water agencies, and various not-for-profit organizations. Terry will assist on an as needed basis with the engagement. In addition, he will provide technical consultation for the engagement team.

*Staff level accountants*

All our staff accountants working on governmental audits are highly qualified to perform these audits. Prior to the audit season, our staff undergoes rigorous training that covers all aspects of our audit process and programs, ensuring they have a solid foundation before starting fieldwork. Each staff member is encouraged to take on increased responsibilities in engagements they have previously worked on, enabling them to grow and continually enhance their skills and knowledge.

In summary, we emphasize the credentials of the professionals who will be directly responsible for the quality of service you will receive. Additionally, our audit team possesses an important, albeit intangible, attribute: the professionals assigned to your audits have previously worked together as a multi-disciplined team. This ensures a smooth, efficient, and effective audit process. We are committed to allocating the necessary resources to ensure continuity of personnel throughout our relationship with the City.

# City of Beaumont Proposal for Professional Auditing Services

## Partner, supervisory, and staff qualifications and experience (continued)

### Engagement team resumes



**Scott W. Manno, CPA, CGMA**  
**Engagement Partner**

#### *Professional experience*

Mr. Manno began his career with Thomas, Bigbie and Smith in 1996 after serving in the United States Army. He spent six years with the firm primarily working on audits of municipalities, special districts and redevelopment agencies as well as various not-for-profit organizations. He joined Rogers, Anderson, Malody & Scott, LLP in July 2001. Currently, Mr. Manno serves as a technical reviewer for the GFOA ACFR Award program and he is also on the GFOA Special Review Executive Committee. In addition, he is part of the California State Society of Certified Public Accountants Governmental Accounting which meets periodically to discuss current events, pronouncements, etc.

#### *Education/licenses*

Bachelor of Science, Business Administration – California State University, San Bernardino  
Certified Public Accountant – State of California  
Chartered Global Management Accountant – American Institute of Certified Public Accountants

#### *Related professional experience*

Partial listing of relevant governmental agencies served (\*includes enterprise fund accounting):

City of El Cajon*	Town of Yucca Valley	City of La Mesa*	City of Santee
City of Sierra Madre*	City of Santa Paula*	City of Beaumont*	City of 29 Palms
City of Moreno Valley*	City of Beaumont*	City of San Marcos*	City of Loma Linda*
City of Live Oak*	City of Perris*	City of Exeter*	City of Woodlake*
City of San Jacinto*	City of Menifee	City of Rolling Hills Est.	City of Ojai*

Mr. Manno has completed over 232 hours of continuing professional education courses over the past three years of which the following select courses are relevant to this engagement:

- ◆ Government Risk Assessment
- ◆ Audits of State and Local Governments
- ◆ Government Accounting and Auditing Update
- ◆ State and Local Government Audit Planning Considerations

#### *Professional affiliations*

Mr. Manno is a member of the following organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Association of Government Accountants (AGA)
- ◆ Association of Certified Fraud Examiners (ACFE)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Special Districts Association (CSDA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

Partner, supervisory, and staff qualifications and experience (continued)



**Brianna Schultz, CPA, CGMA**  
**Concurring Partner**

*Professional experience*

Mrs. Schultz began her career with Rogers, Anderson, Malody & Scott, LLP in July 2014, and had over three years' experience with another public accounting firm serving the same industry. Currently, Mrs. Schultz serves as a technical reviewer for the GFOA ACFR Award program. During her time with the firm, she has worked primarily on audits of municipalities, special districts and redevelopment agencies, as well as various non-profit organizations.

*Education*

Bachelor of Science – California State University, San Bernardino  
Certified Public Accountant – State of California  
Chartered Global Management Accountant – American Institute of Certified Public Accountants

*Related professional experience*

Partial listing of relevant governmental agencies served (\*includes enterprise fund accounting):

City of Menifee	City of Aliso Viejo	City of Claremont*	City of Chino*
City of Glendora*	City of Rolling Hills Est.	City of San Bernardino	City of Sierra Madre*
City of La Verne*	City of Loma Linda*	City of South Pasadena*	City of West Covina*
City of La Mesa*	City of Baldwin Park	City of El Cajon*	City of Hawthorne*

Mrs. Schultz obtained the AICPA's *Advanced Single Audit Certificate* in 2019 and the *Intermediate Single Audit Certificate* in 2017. She served as the contract Interim Accounting Manager for the City of Glendora in 2016 and the Senior Accountant for the City of Rancho Cucamonga in 2015. Additionally, she is a reviewer for the GFOA ACFR Program.

*Continuing professional education*

Mrs. Schultz has completed over 160 hours of continuing professional education courses over the past three years of which the following select courses are relevant to this engagement:

- ◆ Governmental Accounting and Auditing Conference
- ◆ 2022 Single Audit Update
- ◆ How to Implement GASBS 87 and Maintain Compliance

*Professional Affiliations*

Mrs. Schultz is a member of the following organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

# City of Beaumont Proposal for Professional Auditing Services

## Partner, supervisory, and staff qualifications and experience (continued)



**Gardenya Duran, CPA, CGMA**  
**Quality Control Partner**

### *Professional experience*

Mrs. Duran joined Rogers, Anderson, Malody & Scott, LLP in June 2010. She works primarily on audits of governmental agencies, small to mid-sized businesses, and nonprofit organizations. Currently, Mrs. Duran serves as a technical reviewer for the GFOA ACFR Award program. Prior to joining our firm, she was an Information Systems Technician in the U.S. Navy for nine years.

### *Education/licenses*

Bachelor of Science – California State University, San Bernardino  
Certified Public Accountant – State of California  
Chartered Global Management Accountant – American Institute of Certified Public Accountants

### *Related professional experience*

Partial listing of relevant governmental agencies served (\*includes enterprise fund accounting):

City of Hawthorne*	City of El Cajon*	City of Aliso Viejo	City of Capitola
City of Poway*	City of San Jacinto*	City of San Bernardino	City of S. Pasadena
City of Canyon Lake	City of San Marcos*	City of Redondo Beach*	City of West Covina*
City of La Mesa*	City of Thousand Oaks*	City of Claremont*	

### *Continuing professional education*

Mrs. Duran has completed over 110 hours of continuing professional education courses in the past three years of which the following select courses are relevant to this engagement:

- ◆ GASB Update
- ◆ Insights from Lease Implementation
- ◆ Intermediate Governmental Accounting
- ◆ Audits of State and Local Governments

### *Professional affiliations*

Mrs. Duran is a member of the following professional organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ Government Finance Officers Association (GFOA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

Partner, supervisory, and staff qualifications and experience (continued)

**Veronica Hernandez, CPA**  
**Audit Manager**



*Professional experience*

Ms. Hernandez is an audit manager with the firm. She has over 9 years' experience in providing accounting and auditing services for municipalities, special districts and various nonprofit organizations. As an audit manager, she will work closely with the engagement partner and manager and be responsible for planning the audit, supervising the staff assigned to the engagement, and performing reviews of all workpapers prepared for the engagement. In addition, she will also be responsible for the preparation of any required reports. Currently, Ms. Hernandez serves as a technical reviewer for the GFOA ACFR Award Program

*Education*

Bachelor of Science – California State University, San Bernardino  
Certified Public Accountant – State of California

*Related professional experience*

Partial listing of relevant governmental agencies served (\*includes enterprise fund accounting):

City of Santa Paula*	City of Santee	City of Beaumont*	City of Moreno Valley*
City of San Marcos*	City of La Verne*	City of Loma Linda*	City of Fillmore*
City of El Cajon*	City of West Covina*	City of Redondo Beach*	Town of Yucca Valley
City of Aliso Viejo	City of Moorpark*	City of San Jacinto*	City of La Mesa*
City of Claremont*	City of Hawthorne	City of Poway*	

*Continuing professional education*

Ms. Hernandez has completed over 100 hours of continuing professional education courses over the past two years of which the following select courses are relevant to this engagement:

- ◆ Governmental Accounting and Auditing Update: GASB 87 Leases
- ◆ Promises and Pitfalls of American Rescue Plan Grants & Others
- ◆ A 360 view of OPEB Trust
- ◆ Critical Concepts of Accounting for Capital Assets
- ◆ Discover GFOA Best Practices

*Professional affiliations*

Ms. Hernandez is a member of the following professional organizations:

- ◆ American Institute of Certified Public Accountants (AICPA)
- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ California Society of Municipal Finance Officers (CSMFO)

# City of Beaumont Proposal for Professional Auditing Services

## Partner, supervisory, and staff qualifications and experience (continued)



**Devin Feldhut**  
**Audit Senior**

### *Professional experience*

Mr. Feldhut joined Rogers, Anderson, Malody & Scott, LLP in 2022, primarily providing accounting and auditing services for municipalities, special districts, and various nonprofit organizations. As an audit senior, he will work closely with the engagement partner and manager and be responsible for planning the audit, supervising the staff assigned to the engagement, and performing reviews of all workpapers prepared for the engagement. In addition, he will also be responsible for the preparation of any required reports.

### *Education*

Bachelor of Arts in Business Administration - California State University, San Bernardino

### *Related professional experience*

Partial listing of relevant governmental agencies served (\*includes enterprise fund accounting):

City of Goleta	City of Menifee	City of Signal Hill
City of Murrieta*	City of San Marcos*	City of Exeter
City of Carpinteria*	City of South Pasadena*	City of El Cajon*
City of Loma Linda	City of Los Alamitos*	City of Woodlake

### *Continuing professional education*

Mr. Feldhut has completed the following select courses that are relevant to this engagement:

- ◆ Auditing Notes and Disclosures
- ◆ Schedule of Expenditures of Federal Awards
- ◆ GASB 91 Implementation

### *Professional affiliations*

Mr. Feldhut is a member of the following professional organizations:

- ◆ California Society of Certified Public Accountants (CalCPA)
- ◆ California Society of Municipal Finance Officers (CSMFO)



# City of Beaumont Proposal for Professional Auditing Services

## Disclosure

We have been the City's auditor for the last five (5) years. We have no current business or personal relationships with any current Beaumont elected official, appointed official, City employee, or family member of any current Beaumont elected official, appointed official, or City employee.

## References

<b>Entity:</b>	<b>City of El Cajon</b>
<b>Scope of work:</b>	City ACFR*/Successor Agency/Public Financing Authority/Single Audit/GANN limit/Measure O
<b>Date:</b>	Years ending June 30, 2008 - present
<b>Engagement partner:</b>	Mr. Scott Manno
<b>Total hours:</b>	Approximately 420 hours each year
<b>Contact person:</b>	Mr. Luca Gonzalez, Finance Manager, (619) 441-1668
<b>Entity:</b>	<b>City of Thousand Oaks</b>
<b>Scope of work:</b>	Financial Audit/ACFR*/Successor Agency/Single Audit
<b>Date:</b>	Years ending June 30, 2018 - present
<b>Engagement partner:</b>	Mrs. Gardenya Duran
<b>Total hours:</b>	Approximately 420 hours each year
<b>Contact person:</b>	Ms. Elisa Magana, Accounting Manager, (805) 449-2216
<b>Entity:</b>	<b>City of San Marcos</b>
<b>Scope of work:</b>	Financial Audit/ACFR*/Successor Agency/Single Audit
<b>Date:</b>	Years ending June 30, 2014 - present
<b>Engagement partner:</b>	Mr. Terry Shea/Scott Manno
<b>Total hours:</b>	Approximately 400 hours each year
<b>Contact person:</b>	Ms. Donna Apar, Finance Director, (760) 744-1050
<b>Entity:</b>	<b>Town of Yucca Valley</b>
<b>Scope of work:</b>	Financial Audit/ACFR*/Successor Agency
<b>Date:</b>	Years ending June 30, 2008 - present
<b>Engagement partner:</b>	Mr. Scott Manno
<b>Total hours:</b>	Approximately 350 hours each year
<b>Contact person:</b>	Mr. Curtis Yakimow, Town Manager (760) 369-7207
<b>Entity:</b>	<b>City of Menifee</b>
<b>Scope of work:</b>	Financial Audit/ACFR*
<b>Date:</b>	Years ending June 30, 2014 - present
<b>Engagement partner:</b>	Mr. Scott Manno
<b>Total hours:</b>	Approximately 350 hours each year
<b>Contact person:</b>	Ms. Ann-Marie Etienne, Finance Manager, (951) 672-6777
<b>Entity:</b>	<b>City of San Jacinto</b>
<b>Scope of work:</b>	Financial Audit/ Single Audit/Successor Agency
<b>Date:</b>	Years ending June 30, 2011 - present
<b>Engagement partner:</b>	Mr. Scott Manno/Mrs. Gardenya Duran
<b>Total hours:</b>	Approximately 350 hours each year
<b>Contact Person:</b>	Mr. Tom Prill, Deputy City Manager, (951) 487-7330

# City of Beaumont Proposal for Professional Auditing Services

## References (continued)

<b>Entity:</b>	<b>City of Imperial Beach</b>
Scope of work:	Financial Audit
Date:	Years ending June 30, 2021 - present
Engagement partner:	Mrs. Gardenya Duran
Total hours:	Approximately 350 hours each year
Contact person:	Mrs. Lily Flyte, Finance Director, (619) 628-1365
<b>Entity:</b>	<b>City of San Dimas</b>
Scope of work:	Financial Audit
Date:	Years ending June 30, 2021 - present
Engagement partner:	Mrs. Gardenya Duran
Total hours:	Approximately 350 hours each year
Contact person:	Mr. Michael O'Brien Finance Director, (909) 394-6200
<b>Entity:</b>	<b>City of Rolling Hills Estates</b>
Scope of work:	Financial Audit/ACFR
Date:	Years ending June 30, 2019 - present
Engagement partner:	Mr. Scott Manno
Total hours:	Approximately 250 hours each year
Contact person:	Mr. Mike Whitehead, Admin. Services Director, (310) 377-1577, ext.112
<b>Entity:</b>	<b>City of Woodlake</b>
Scope of Work:	Financial Audit/Single Audit
Date:	Years ending June 30, 2018 - present
Engagement partner:	Mr. Scott Manno
Total hours:	Approximately 225 hours each year
Contact Person:	Mr. Ramon Lara, City Administrator, (559) 564-8055
<b>Entity:</b>	<b>City of Twentynine Palms</b>
Scope of work:	Financial Audit/Successor Agency/Single Audit
Date:	Years ending June 30, 2010 - present
Engagement partner:	Mrs. Brianna Schultz
Total hours:	Approximately 225 hours each year
Contact person:	Mrs. Abigail Hernandez-Conde, Finance Director/Treasurer, (760) 367-6799, ext. 1013
<b>Entity:</b>	<b>City of Loma Linda</b>
Scope of work:	Financial Audit/RDA/Successor Agency
Date:	Years ending June 30, 2013 - present
Engagement partner:	Mrs. Brianna Schultz
Total hours:	Approximately 225 hours each year
Contact person:	Ms. Sonia Fabela, Finance Director/Treasurer, (909) 799-2840
<b>Entity:</b>	<b>City of Exeter</b>
Scope of Work:	Financial Audit/Transportation Fund Audit
Date:	Years ending June 30, 2018 - present
Engagement partner:	Mr. Scott Manno
Total hours:	Approximately 200 hours each year
Contact Person:	Ms. Eekhong Franco, Finance Director, (559) 592-2755

# City of Beaumont Proposal for Professional Auditing Services

## Overview and scope of services

### *Services to be provided*

The City desires the auditor to express opinions on the fair presentation of the financial statements for the following: the City of Beaumont accordance with generally accepted accounting principles.

In addition, we shall:

- Prepare the financial statements (ACFR) with management's direct oversight and approval.
- Apply certain limited procedures related to Management's Discussion and Analysis and Required Supplementary Information and provide an "in-relation-to" report on the combining and individual fund financial statements and supporting schedules, if applicable.
- Provide opinions as to the compliance with the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (OMB Uniform Guidance). RAMS is to provide an "in-relation-to" report on the Schedule of Expenditures of Federal Awards based on the auditing procedures applied during the audit of the financial statements.
- Test compliance with Article XIII B pertaining to the City's appropriation limit and prepare an Agreed-Upon Procedures report to the City Council regarding compliance.
- Provide 10 hours of continuing education.
- As needed services.

Our audit(s) will be in accordance with:

- Generally Accepted Auditing Standards as promulgated by the American Institute of Certified Public Accountants, including requirements found in the most recent AICPA audit guide *Audits of State and Local Governments*.
- *Government Auditing Standards* issued by the Comptroller of the United States of America.
- Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (OMB Uniform Guidance).
- Any other applicable standards for other items outlined in the Scope of Work to be performed and/or reports to be issued.

Reports to be issued:

- A report on the fair presentation of the financial statements in conformity with GAAP.
- A report on internal control over financial reporting and on compliance and other matters based on an audit of financial statements performed in accordance with *Government Auditing Standards* (material weaknesses or significant deficiencies).
- A report in compliance with requirements applicable to each major federal program and internal control over compliance in accordance with the *Uniform Guidance*.
- Prepare Management Letter that includes significant and less significant (i.e., reportable and non-reportable) recommendations for improvements to internal control.
- We will issue reports to those charged with governance (SAS 114 letters) as required by auditing standards.

RAMS will also perform the following:

- Make an immediate, written notification of all irregularities and illegal acts or indication of illegal acts of which we become aware to the following: City Manager and City Attorney.