



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: July 11, 2018

SUBJECT: **Agenda Item VI(b): Consideration of a resolution approving a Professional Services Agreement by and between the Conejo Recreation and Park District (CRPD) and MRCA for Financial Management and Accounting Services.**

Staff Recommendation: That the Governing Board of the Mountains Recreation and Conservation Authority (MRCA) approve the Professional Services Agreement with CRPD for Financial Management and Accounting Services.

Background: CRPD has provided accounting services to MRCA since MRCA's inception in 1985. In 2004, in response to a state audit including SMMC grants to MRCA, CRPD agreed to take a more active role in MRCA's fiscal affairs and, rather than just processing documents on behalf of MRCA, CRPD began providing oversight of the accounting records and financial management services.

In 2012, the MRCA Board approved an Agreement for Professional Services with CRPD; this item recommends the renewal of that agreement with some minor revisions - primarily to extend the term and adjust the cost of services.

The Agreement for Professional Services is going before the CRPD Board at its July 5, 2018 meeting. See the attached CRPD staff report, including additional information, and the proposed Agreement.