



**BOARD OF SUPERVISORS  
AGENDA LETTER**

**Agenda Number:**

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Submitted on:**  
**(COB Stamp)**

**Department Name:** Auditor-Controller  
**Department No.:** 061  
**Agenda Date:** February 3, 2026  
**Placement:** Administrative Agenda  
**Estimated Time:**  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director(s): Betsy M. Schaffer, CPA, CPFO, CFE x82100  
Contact: C. Edwin Price, Jr., CPA, CPFO x82102  
**SUBJECT:** Brown Armstrong Contract Renewal FY 2025-26

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Approve and authorize the Chair to execute Amendment No. 1 to the contract with Brown Armstrong Accountancy Corporation ("Brown Armstrong") [not a local vendor] in the amount of \$173,000 to perform the following audit services, for the fiscal year 2025-26:
  - I. the annual financial audit for the County, and
  - II. the Single Audit, and
  - III. the First 5 Commission's annual financial audit, and
  - IV. the annual Treasury financial and compliance audits
- b) Authorize the Auditor-Controller to approve change orders for up to two additional Single Audit Major Programs of \$6,500 each, if identified, that exceed the seven included in the Single Audit base amount for a total contract amount not to exceed \$186,000 for fiscal year 2025-26.
- c) Determine that the above actions are not a project under the California Environmental Quality Act (CEQA) per CEQA Guidelines Section 15378(b)(4), because they are government fiscal activities which do not involve commitment to any specific project which may result in potentially significant physical impact on the environment.

**Summary Text:**

The amendment to the contract with Brown Armstrong is for the fiscal year 2025-26 audit for \$173,000. There is one more option to renew at the same terms for fiscal year 2026-27 at \$153,000. The \$20,000 cost increase for fiscal year 2025-26 represents additional audit services that Brown Armstrong will need to perform on the annual financial audit for the County, due to the implementation of the County's new ERP.

State law requires that every Board of Supervisors conduct an audit of the County's financial accounts and records (Government Code Section 25250). State law also requires that every county First 5 Commission have an audit conducted and a report issued (Health & Safety Code section 130150) on or before October 15. Additionally, Government Code Section 26920(b) and Section 27134 require that financial and compliance audits of the assets in the County Treasury be performed. The Federal Office of Management and Budget provides guidance on required "Single Audits." State law requires a change in the audit partner in charge of the audit every six years (Government Code Section 12410.6).

**Background:**

In the Fall of 2022, the County completed a formal "Request for Proposal" (RFP) process and the Auditor-Controller's Office recommended awarding a contract to Brown Armstrong Accountancy Corporation to perform audit services for fiscal year 2021-22, with two options to renew for the same cost and terms for the fiscal year 2022-23 and 2023-24 audits, and the option to continue a new contract cycle with Brown Armstrong.

When the previous contract and renewal options expired, the Auditor-Controller's Office recommended continuing the current relationship with Brown Armstrong Accountancy Corporation and awarded a new contract for fiscal year 2024-25, with two options to renew for the fiscal year 2025-26 and 2026-27 audits.

**Performance Measure:**

1. Publish the County's Annual Comprehensive Financial Report (ACFR) within 60 days of fiscal year end.
2. Receive an unmodified opinion on the County's ACFR.
3. Receive the Government Finance Officers Association award for excellence on the County's ACFR.

**Fiscal and Facilities Impacts:**

Budgeted: Yes

**Fiscal Analysis:**

<b>Funding Source</b>	<b>Audit Service</b>	<b>FY 2025-26</b>	<b>FY 2026-27</b>	<b>Total</b>
General Fund	Annual Financial Audit	\$100,000	\$80,000	<b>\$180,000</b>
General Fund	Single Audit*	52,500	52,500	<b>105,000</b>
General Fund	Treasury Audit	9,500	9,500	<b>19,000</b>
First 5	First 5 Audit	11,000	11,000	<b>22,000</b>
<b>Total</b>		<b>\$173,000</b>	<b>\$153,000</b>	<b>\$326,000</b>

\*Assumes no more than 7 major programs. Additional major programs will be charged \$6,500 per major program.

**Special Instructions:**

Copy of signed contract to Auditor's Office.

**Attachments:**

**Attachment A** – Amendment No. 1 to Contract No. BC-24-231

**Attachment B** – Agreement for Services of Independent Contractor between the County of Santa Barbara and Brown Armstrong Accountancy Corporation

**Contact Information:**

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**CC:**

Treasurer-Tax Collector  
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