

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Auditor - Controller	(2) MEETING DATE 8/27/2013	(3) CONTACT/PHONE Kerry Bailey 788-2979 Suzanne DeWitt 781-4846	
(4) SUBJECT Submittal of a cash procedures review of the County Treasurer's Office conducted on June 28, 2013.			
(5) RECOMMENDED ACTION It is recommended that the Board receive the item and file.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ___) <input type="checkbox"/> Board Business (Time Est. ___)			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input checked="" type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR) N/A		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: <input type="checkbox"/> 4/5th's Vote Required <input checked="" type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input type="checkbox"/> N/A Date: <u>June 18, 2013</u>	
(17) ADMINISTRATIVE OFFICE REVIEW <i>Nikki J. Schmidt</i>			
(18) SUPERVISOR DISTRICT(S) All Districts -			

County of San Luis Obispo



TO: Board of Supervisors

FROM: James P. Erb, CPA, Auditor-Controller-Treasurer-Tax Collector

DATE: 8/27/2013

SUBJECT: Submittal of a cash procedures review of the County Treasurer's Office conducted on June 28, 2013.

RECOMMENDATION

It is recommended that the Board receive the item and file.

DISCUSSION

As directed by California Government Code Sections 26920 and 26922, an unannounced cash procedures review was conducted at the County Treasurer's Office, and cash funds of \$117,908.85 were accounted for and balanced to the Treasurer's Daily Cash Report. Investments in the County Treasury totaled \$554,145,168.27 and were reconciled from investment reports to the Treasurer's Daily Report. The investments were also reviewed and found to be in compliance with the current County Treasury's Investment Policy. Total funds in the County Treasury on June 28, 2013 were \$630,922,126.50

The fourth quarter cash review was performed prior to the consolidation of the Auditor-Controller and the Treasurer-Tax Collector's offices on August 8, 2013. Future Treasury cash reviews will be performed by the County's external auditors, Gallina, LLP.

OTHER AGENCY INVOLVEMENT/IMPACT

The cash procedures review was conducted at the County Treasurer's Office.

FINANCIAL CONSIDERATIONS

Our review verified that funds reported by the Treasurer's Office equaled cash on hand and funds held by financial institutions.

RESULTS

The Auditor-Controller's program of quarterly cash procedures reviews of the Treasury fulfills Government Code requirements and informs the Board of Supervisors and the public on the status of the County Treasury.

ATTACHMENTS

1. Cash Procedures Review Report
2. Auditor-Controller's Certification Q4 2012-13