

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

(1) DEPARTMENT Auditor - Controller - Treasurer - Tax Collector- Public Administrator	(2) MEETING DATE 3/4/2014	(3) CONTACT/PHONE Kerry Bailey 788-2979	
(4) SUBJECT Submittal of a Gallina LLP Independent Accountant's Report on the County Treasury's cash balance and accountability as of September 25, 2013. All Districts.			
(5) RECOMMENDED ACTION It is recommended that the Board receive, review, and file the Independent Accountant's Report.			
(6) FUNDING SOURCE(S) N/A	(7) CURRENT YEAR FINANCIAL IMPACT \$0.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? N/A
(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"/> 4/5 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: April 23, 2013	
(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  
781-5831

DATE: 3/4/2014

SUBJECT: Submittal of a Gallina LLP Independent Accountant's Report on the County Treasury's cash balance and accountability as of September 25, 2013. All Districts.

## **RECOMMENDATION**

It is recommended that the Board receive, review, and file the Independent Accountant's Report.

## **DISCUSSION**

As directed by California Government Code Sections 26920 and 26922, an unannounced cash count was conducted at the County Treasurer's Office and the reconciliation of records was verified. In past fiscal years, the Auditor-Controller's internal audit staff had performed the quarterly Treasury cash review procedures; however, with the consolidation of the Auditor-Controller and Treasurer-Tax Collector-Public Administrator offices in August 2013, an independent public accounting firm, Gallina LLP, was contracted to perform the quarterly procedures beginning with the first quarter of fiscal year 2013-14.

In the attached Independent Accountant's Report Gallina LLP states that cash funds of \$20,749,859.07 were accounted for and balanced to the Treasurer's Daily Cash Report. Investments in the County Treasury totaled \$552,182,573.09 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 September 25, 2013 were \$572,932,432.16

## **OTHER AGENCY INVOLVEMENT/IMPACT**

The cash procedures were conducted at the County Treasury.

## **FINANCIAL CONSIDERATIONS**

The procedures verified that funds reported by the County Treasury equaled cash on hand and funds held by financial institutions.

## **RESULTS**

Quarterly cash procedures reviews of the Treasury fulfill Government Code requirements and inform the Board of Supervisors and the public on the status of the County Treasury.

## **ATTACHMENTS**

1. Independent Accountant's Report

(ENDORSED)  
**FILED**

JAN 23 2014

JUEL RODEWALD COUNTY CLERK  
BY Annette Ramirez  
DEPUTY CLERK



**GALLINA** LLP

CERTIFIED PUBLIC ACCOUNTANTS

## INDEPENDENT ACCOUNTANT'S REPORT

To the Board of Supervisors  
County of San Luis Obispo  
San Luis Obispo, California

We have performed the procedures enumerated below to the proper balance and accountability of cash as directed by California Government Code Sections 26920 and 26922. These procedures, which were agreed to by the County of San Luis Obispo, were performed in accordance with the aforementioned code sections. The County of San Luis Obispo's management is responsible for the safe keeping and preparation of cash and cash reconciliations. This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. The sufficiency of these procedures is solely the responsibility of the County of San Luis Obispo. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

As directed by California Government Code Sections 26920 and 26922, an announced cash count and review was conducted at the County Treasurer's Office on September 25, 2013, and cash funds of \$20,749,859.07 were accounted for and balanced to the Treasurer's Daily Report. Investments in the County Treasury totaled \$552,182,573.09 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 Investment Policy. Total funds in the County Treasury on September 25, 2013 were \$572,932,432.16.

We were not engaged to and did not conduct an examination, the objective of which would be the expression of an opinion on the proper balance and accountability of cash in the County Treasury at quarter end. Accordingly, we do not express such an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of the County of San Luis Obispo and management of the County of San Luis Obispo and is not intended to be and should not be used by anyone other than these specified parties.

Roseville, California  
January 21, 2014

JAMES P. ERB, CPA, COUNTY TREASURER  
 SAN LUIS OBISPO COUNTY  
 TREASURER'S DAILY REPORT

DATE: 25-Sep-13  
1:32:20 PM

<b>DISBURSEMENT SUMMARY:</b> Union Bank Control Disb. 642,133.91 EBT 4,606.67 Cuesta College Envoy 300.00  <b>TOTAL DISBURSEMENTS:</b> 647,040.58 Rev Wt # 2318659 (250.00) Rev Wt # 2370585 (0.10) Rev Wt # 6407106 (0.03) *Total Credit Adjustment (250.13)		<b>INVESTMENT PURCHASE SUMMARY:</b> BA and C/P PIMMA (daily balance) 263,000,000.00 AGENCIES TREASURIES F.I.C.A. (daily balance) 15,000,000.00 REPO (daily balance) 0.00 LAIF (daily balance) 50,000,000.00 <b>TOTAL INV. PURCHASES:</b> 328,000,000.00	
		<b>COMBINED POOL INVESTMENTS:</b> F.I.C.A. 15,000,000.00 CDARS 50,000,000.00 Bankers Acceptances/Com.Paper 0.00 PIMMA 263,000,000.00 Agencies 137,050,621.43 Treasuries 36,003,565.71 L.A.I.F. 50,000,000.00 Repurchase Agreements 0.00 TRAN 1,128,385.96 <b>INACTIVE TOTAL</b> 562,182,573.09	
Approved: <i>[Signature]</i> Date: <u>9/25/13</u>			
<b>BALANCE FORWARD</b> 567,848,056.04 Receipts for Day 5,734,075.33 Returned Cks-JE #1-1290869 (2,908.76) Disbursements for Day (647,040.58) 250.13 <b>BALANCE</b> 572,932,432.16		<b>Bank Accounts:</b> Rabobank 7,365,588.26 Union Bank-Depository Acct. 12,709,569.68 Union Bank-Deferred Comp. 0.00 Union Bank-DSS Direct Dep. 15,026.63 Union Bank-EBT 221,305.30 Union Bank-Elect. C.Card Pmt 203,649.30 Union Bank - US Govt. Loans 171.50 East West Bank 0.00 <b>Office Funds:</b> Vault Currency 54,850.00 Vault Silver Dollars Halves Quarters Dimes 85.00 Nickels 26.00 Pennies 5.00 Vault Cash Drawer Currency: (100/50's) 0.00 " (20's) 1,820.00 " (10's) 550.00 " (5's) 595.00 " (2's) 4.00 " (1's) 321.00 Coin: Dollars 8.00 " Halves 17.50 " Quarters 22.25 " Dimes 20.60 " Nickels 9.05 " Pennies 2.31 <b>TOTAL OFFICE FUNDS</b> 58,336.71 Credit Card for Collection 28,851.14 Online Payments for Collection 145,988.55 Returned Items 1,472.00	
<b>CURRENT MONTH RECEIPTS</b> <b>BALANCE FORWARD</b> 47,092,079.79 Receipts for Day 5,734,075.33 Returned Cks-JE #1-1290869 (2,908.76) <b>MONTH TO DATE</b> 52,823,246.36			
<b>CURRENT MONTH DISBURSEMENTS</b> <b>BALANCE FORWARD</b> (57,737,264.78) Disbursements for Day (647,040.58) 250.13 <b>MONTH TO DATE</b> (58,384,055.23)			
<b>BALANCE 1ST OF MONTH</b> 578,483,241.03 Receipts for Month 52,823,246.36 Disbursements for Month (58,384,055.23)		<b>BALANCE ON HAND</b> 20,749,869.07	
<b>BALANCE</b> 572,932,432.16		<b>BALANCE</b> 572,932,432.16	