

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

(1) DEPARTMENT	(2) MEETING DATE	(3) CONTACT/PHONE			
Auditor – Controller –	7/16/2019	Mark Maier (805) 781-4267	rk Maier (805) 781-4267		
Treasurer – Tax Collector		Kerry Bailey (805) 788-2979			
(4) SUBJECT		•			
	Allen LLP Independent Accountants' R		's cash balance and		
accountability for the fourth	quarter of FY 2018-19 conducted on	May 29, 2019. All Districts.			
(5) RECOMMENDED ACTION					
It is recommended the Boar	d receive, review, and file the Indeper	ndent Accountant's Report.			
(6) FUNDING SOURCE(S)	(7) CURRENT YEAR FINANCIAL	(8) ANNUAL FINANCIAL	(9) BUDGETED?		
N/A	IMPACT	IMPACT	Yes		
	\$0.00	\$0.00			
(10) AGENDA PLACEMENT					
{X} Consent {} Presenta	ation { } Hearing (Time Est	) { } Board Busines	s (Time Est)		
(11) EXECUTED DOCUMENTS					
{ } Resolutions { } Cont	racts { } Ordinances { X } N/A				
(12) OUTLINE AGREEMENT F	EQUISITION NUMBER (OAR)	(13) BUDGET ADJUSTMI	(13) BUDGET ADJUSTMENT REQUIRED?		
, ,		BAR ID Number:	1 1		
N/A		{ } 4/5th's Vote Requi	{ } 4/5th's Vote Required { X } N/A		
(14) LOCATION MAP	(15) BUSINESS IMPACT STATEMENT?		(16) AGENDA ITEM HISTORY		
N/A	No	{ } N/A Date <u>6/18/1</u>	<b>{ }</b> N/A Date <u>6/18/19, #10</u>		
(17) ADMINISTRATIVE OFFICE REVIEW					
Níkkí J. Schmídt					
(18) SUPERVISOR DISTRICT(S)					
All Districts					



### **COUNTY OF SAN LUIS OBISPO**

TO: Board of Supervisors

FROM: James W. Hamilton, CPA, Auditor - Controller - Treasurer - Tax Collector

DATE: 7/16/2019

SUBJECT: Submittal of a CliftonLarsenAllen LLP Independent Accountants' Report on the County Treasury's

cash balance and accountability for the fourth quarter of FY 2018-19 conducted on May 29, 2019.

All Districts.

#### **RECOMMENDATION**

It is recommended the Board receive, review, and file the Independent Accountants' Report.

#### **DISCUSSION**

California Government Code Sections 26920 and 26922, require quarterly reviews and reporting of the County Treasurer's statement of assets. The review may occur any time during the quarter. To comply with government code, an unannounced cash count was conducted at the County Treasurer's Office on May 29, 2019, and the reconciliation of records was verified. The procedures were performed by the independent public accounting firm, CliftonLarsonAllen LLP.

In the attached Independent Accountant's Report, CliftonLarsonAllen LLP states cash funds of \$22,415,532.62 were accounted for and balanced to the Treasurer's Daily Cash Report. Investments in the County Treasury totaled \$1,146,823,653.93 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 May 29, 2019, were \$1,169,239,186.55.

#### **OTHER AGENCY INVOLVEMENT/IMPACT**

The cash procedures were conducted at the County Treasury.

#### **FINANCIAL CONSIDERATIONS**

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

## **RESULTS**

Quarterly cash and investment 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 Accountants' Report FY 2018-19 Q4

Attachment 1

SAN LUIS OBISPO COUNTY

**QUARTERLY CASH COUNT** 

FOURTH QUARTER FISCAL YEAR 2018-19



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CONSULTING

# COUNTY OF SAN LUIS OBISPO QUARTERLY CASH COUNT TABLE OF CONTENTS FOURTH QUARTER FISCAL YEAR 2018-19

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# INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

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

We have performed the procedures enumerated below, which were agreed to by the County of San Luis Obispo, on the proper balance and accountability of cash as directed by California Government Code Sections 26920 and 26922 for the quarter ended June 30, 2019. The County of San Luis Obispo's management is responsible for the safe keeping of cash and preparation of cash reconciliations. The sufficiency of these procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures enumerated 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 unannounced cash count was conducted at the County Treasurer's Office on May 29, 2019 and cash funds of \$22,415,532.62 were accounted for and balanced to the Treasurer's Daily Report. Total funds in the County Treasury on May 29, 2019 were \$1,169,239,186.55.

The procedures and the associated findings are as follows:

1. We obtained the Treasurer's Daily Report for the randomly selected date of May 29, 2019 to perform the unannounced cash count.

Results: Procedure performed with no exceptions.

2. We counted the cash on hand at the Treasurer's office at a randomly selected date for the June 30 quarter and compared the count to the Treasurer's Daily Report (TDR) maintained by the Treasurer.

Results: Procedure performed with no exceptions.

3. We re-computed the reconciliation for the Union Bank Main account and compared all stated bank cash balances to the bank statements.

Results: Procedure performed with no exceptions.

4. We re-computed the reconciliation and compared the stated investment balances to the investment reports.

Results: Procedure performed with no exceptions.



Board of Supervisors County of San Luis Obispo

5. We traced reconciling items greater than \$500,000 reflected on the Treasurer's Cash Reconciliation to the subsequent bank statement.

**Results:** Procedure performed with no exceptions. All reconciling items appeared on the subsequent bank statement.

We obtained the County Treasury's Investment Policy and listing of the Treasurer's investments
at the randomly selected date being reviewed. We compared the listing of the Treasurer's
investments to the authorized investments summarized in the County's Investment Policy and
California Government Code Section 53601.

Results: Procedure performed with no exceptions.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. We were not engaged to and did not conduct an examination or review, the objective of which would be the expression of an opinion or conclusion, respectively, on the proper balance and accountability of cash in the County Treasury at quarter end. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

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

CliftonLarsonAllen LLP

Clifton Larson Allen LLP

Roseville, California June 13, 2019

# COUNTY OF SAN LUIS OBISPO TREASURER'S DAILY REPORT FOURTH QUARTER FISCAL YEAR 2018-19

JAMES W. HAMILTON, CPA, COUNTY TREASURER SAN LUIS OBISPO COUNTY

TREASURER'S DAILY REPORT		DATE	29-May-19 2:46:54 Pt
DISBURSEMENT SUMMARY: Union Bank Control Disb. EST FSA Vendor Pay SLOCOE CalPERS	1,647,490.29 6,126.50 682.13 12,470,016.42 153,020.13	INVESTMENT PURCHASE SUMMA CalTrust (daily balance) LAIF (daily balance) PIMMA (daily balance) AGENCIES SUPRANATIONALS TREASURIES BA and CIP TOTAL INV. PURCHASES: COMBINED POOL INVESTMENTS	69,964,049.72 28,509,000.00 255,000,000.00 351,464,049.72
TOTAL DISBURSEMENTS:	14,287,305.47	Caffrust Agencies LAIF PintMA Supranationals Treasuries	69,984,049 72 377,680,158.35 26,500,000.00 255,000,000 00 135,091,563 05 282,507,882 81
Approved Melys Bosek	Date: 5/29/19	INACTIVE TOTAL	1,146,823,653.93
BALANCE FORWARD  Receipts for Day  Returned Oks JE#1-1989329  Disbursements for Day	1,171,987,600.07 11,643,274.02 (4,382.07) (14,287,305.47)	BANK ACCOUNTS: Pedifo Western Bank Union Bank- Main Union Bank- Deferred Comp Union Bank- DSS Direct Dep. Union Bank- EBT Union Bank- EBCT. C. Card Pmt Union Bank- US Govt. Loans Union Bank- FSA	303,549.01 956,286.67
HALANCE	1,169,239,188.65	OFFICE FUNDS: Vault Currency Vault Coins	34,700.00
CURRENT MONTH RECEIP BALANCE FORWARD Receipts for Day	PTS 45.007,425.09 11,542,274.02	Odlars Halves Cuarters Dimes Nickels Pennics	220.00 145.00 36.00 5.50
Returned Cks JEA1-1988329 MONTH TO DATE	(4,382.07) 56,546,318.04	Vault Cash Drawer Currency: (100/50's) : (20's) : (10's) : (5's)	0.00 00.00 00.00 00.00
CURRENT MONTH DISBURS BALANCE FORWARD Disbursements for Day	EMENTS (94,740,797,88) (14,297,305,47)	(25) (25) (15) Coin Dollars Halves Quarters Dimes Nickels Fennies	0.00 174.00 11.00 4.50 26.00 7.10 4.30 0.82
MONTH TO DATE	(99,028,103.35)	TOTAL OFFICE FUNDS	37,524.22
BALANCE 1ST OF MONTH Receipts for Month	1,211,720,971,86 56,546,318,04	Online Payments for Collection Returned Itams	86,163.32 4,659.12
Disbursements for Month	(99,028,103.35)	BALANCE ON HAND	22,415,532.62
BALANCE	1,169,239,188.55	BALANCE	1,169,239,186.55