



**INDEPENDENT ACCOUNTANTS' REPORT  
ON APPLYING AGREED-UPON PROCEDURES**

Honorable Board of Supervisors  
County of Sacramento, California

We have performed the procedures enumerated below, which were agreed to by the County of Sacramento, California (County) (the specified party), on the Quarterly Pooled Investment Fund Report for the quarter ended March 31, 2018. The County Treasurer's management is responsible for the Quarterly Pooled Investment Report. The sufficiency of these procedures is solely the responsibility of County. 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.

The procedures and associated findings are as follows:

1. Conduct inquiries of personnel involved in the Department of Finance's Treasury operations, obtain the Investment Policy and observe the procedures performed to determine whether the procedures provide for:
  - a. Transactions that are clearly documented and readily available for examination;
  - b. Transactions that are promptly recorded and properly classified;
  - c. Transactions that are authorized and executed only by persons acting within the scope of their authority;
  - d. Segregation of key duties and responsibilities in authorizing, processing, recording and reviewing;
  - e. Supervision to ensure that internal control objectives are achieved;
  - f. Limiting access to resources and records to authorized individuals and ensuring accountability for custody of resources; and
  - g. Periodic reconciliation of investments between the custodian statements and the general ledger.

Finding: We conducted inquiries of the Department of Finance's Treasury personnel, obtained the Investment Policy, and observed the procedures performed. No exceptions were found as a result of applying this procedure.

2. Inspect the workpapers of the County of Sacramento Internal Audit Unit to verify the cash count procedures over the Treasury were performed as of March 31, 2018.

Finding: No exceptions were found as a result of applying this procedure.

3. Verify that the records of the County of Sacramento Treasurer and the County of Sacramento Auditor/Controller were reconciled as of March 31, 2018, pursuant to *Government Code Section 26905*.

Finding: No exceptions were found as a result of applying this procedure.

4. Reconcile the investments included in the Quarterly Pooled Investment Fund Report as of March 31, 2018, to the statements or confirmations provided by the related financial institutions.

Finding: No exceptions were found as a result of applying this procedure.

This agreed-upon procedures engagement was conducted in accordance with attestation standards established by the American Institute of Certified Public Accounts. 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 Quarterly Pooled Investment Fund Report for the quarter ended March 31, 2018. 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.

This report is intended solely for the information and use of the Board of Supervisors and management of the County and is not intended to be, and should not be, used by anyone other than those specified parties.

*Vavrinik, Trine, Day & Co. LLP*

Sacramento, California  
July 18, 2018