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Title: Staff Report on the Independent Auditor's City of San Leandro Memorandum of Internal Control and Required Communications for the year-ended June 30, 2016

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Attachments: 1. San Leandro MOIC 2016

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Staff Report on the Independent Auditor's City of San Leandro Memorandum of Internal Control and Required Communications for the year-ended June 30, 2016

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council accept the City's Memorandum of Internal Control and Required Communications for the year ended June 30, 2016

BACKGROUND

On February 21, 2017, City Council accepted the Comprehensive Annual Financial Report (CAFR) for the year ended June 30, 2016. In planning and performing the audit of the financial statements, the City's independent auditors considered the City's internal control over financial reporting (internal control) as a basis for designing the auditing procedures for the purpose of expressing opinions on the financial statements. At the completion of the audit, an unqualified, clean opinion was rendered by Maze & Associates.

DISCUSSION

The City's independent auditor completed audits of the City's financial statements, including the Memorandum of Internal Control (MOIC). The audit affirmed the existence and quality of the City's internal controls.

Attached is the MOIC from the City's external auditor which includes constructive recommendations to ensure the City's accounting function is timely, complete and accurate.

CONCLUSION

Staff recommends that the City Council accept the City's Memorandum of Internal Control for the year ended June 30, 2016.

ATTACHMENTS

- Memorandum of Internal Control for the fiscal year ended June 30, 2016

PREPARED BY: David Baum, Finance Director, Finance Department