

March 9, 2012

Honorable Paul Beeman
600 Union Avenue
Fairfield, CA 94533

RE: Report Title: City Treasurer Functional Review Report Date: January 12, 2012
Response by: Jeanie McMurry, Treasurer of City of Suisun City

Honorable Judge Beeman:

According to the California Penal Code section 933.05, I am responding to the Findings and Recommendations contained in the 2011-2012 Grand Jury Report concerning the Functional Review.

Finding 17

The City of Suisun City Treasurer did not issue accounting reports required by California Government Code §41004, which states, "Regularly, at least once each month, the city treasurer shall submit to the city clerk a written report and accounting of all receipts, disbursements, and fund balances. He shall file a copy with the legislative body."

Recommendation 17

City of Suisun City Treasurer ensure that the monthly reporting requirements identified by California Government Code §41004 are performed.

Response to Finding 17

The City Treasurer agrees with this Finding.

Recommendation numbered 17 has not yet been implemented, but will be implemented within 30 – 60 days. The Finance Department is working on a report to get the necessary information required in the monthly report. As soon as that information is supplied, I will prepare and issue the report as required.

Finding 19

The City of Suisun City Treasurer's quarterly audit of investment reports was not completed in sufficient detail to fulfill the review responsibilities identified in the certification statement ("I hereby certify that I have examined the records and find this report to be correct, that all investments are made in accordance with the investment policy, and the City will be able to meet its obligations for the next six months."). Specifically, the comparative analysis performed by the City Treasurer was insufficient to ensure the accuracy and compliance with the investment policy as attested to.

Recommendation 19

City of Suisun City Treasurer either revise the certification statement on the quarterly investment reports to reflect work actually accomplished or refrain from signing the investment reports.

Response to Finding 19

The City Treasurer agrees with this Finding.

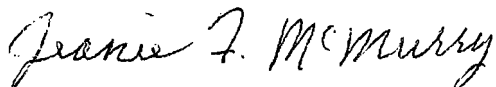
Regarding Recommendation 19 and the certification statement:

“I have examined the records and find this report to be correct” has been implemented. I examined the records for the 3rd quarter and 4th quarter report for the year 2011 and the information reflected on the reports was correct.

“All investments are made in accordance with the investment policy”
All investments for the City of Suisun comply with the Investment Policy.

“and the City will be able to meet its obligations for the next six months.”
This part of the certification will be clarified further so information will be available for the first quarter report for the year 2012.

Respectfully submitted,



Jeanie F. McMurry
Treasurer, City of Suisun City.

cc: Brian Taylor, Court Executive Officer
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