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Subject: dmv agreed upon procedures

Attachments: GP-10 Internal Control Memo - City of Greenville.doc

Cassandra,

It was good to see you again last week. Thanks for the information you provided.

I really just wanted to confirm with you that you all are going to work on some process and control narratives that will allow us to do our review of the identified DMV processes and procedures. I have attached a memo that gives you an example. I have put this all together, but obviously, separate narratives for each area is preferable. If anything, this example may not be quite detailed enough. But it gives you a good idea of what we are talking about.

Please let Bruce or I know if you have any questions. Thanks and have a good week.

Larry Finney