

GALVESTON COUNTY



Office of County Auditor

Randall Rice CPA CISA CIO, County Auditor
Kristin Bulanek CIA, First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553

(409) 770-5304

722 Moody Ave 4th Floor, Galveston, TX 77550

November 8, 2016

Honorable Mark A. Henry, County Judge, and
Members of the Commissioners Court

Honorable Mark A. Henry and Members of the Court:

Attached for your acceptance for filing is the Quarterly Audit Report for Justice of the Peace, Precinct 1 (Bacliff and Texas City locations). The audit covered the period from July 2016 through September 2016.

Sincerely,

A handwritten signature in blue ink that reads "Rice CPA".

Randall Rice CPA
County Auditor

cc: Honorable Alison Cox

Attachment: Quarterly Audit Report, Justice of the Peace, Precinct 1

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October 27, 2016

Honorable Alison Cox
Justice of the Peace, Precinct 1
4500 10th Street
Bacliff, Texas 77518

Honorable Alison Cox:

The Galveston County Auditor's Office has examined the collections, bond bank reconciliations and PC30 collections of Justice of the Peace, Precinct 1 (Bacliff and Texas City offices) for the months of July 2016 through September 2016. The scope of the examination was limited to reviewing the records submitted to this office by Justice of the Peace, Precinct 1. The objectives of the examination were to verify all funds collected were accounted for and deposited with the County Treasurer and the bond bank reconciliations and purchase requests for the private collection agency were submitted timely.

- All funds collected were accounted for during the review.
- Funds collected were deposited with the County Treasurer in compliance with LGC §113.022 and CCP §103.004.

Finding: The bond bank reconciliation for September 2016 was not submitted to the Auditor's Office.

Recommendation JP1-16-05: Submit the bond bank reconciliation to the Auditor's Office as soon as possible. For all future bond reconciliations, submit them by the 5th day of the following month, no later than the 15th.

Finding: A purchase request for the private collection agency (PC30 fees) was not submitted for the months of August 2016 and September 2016.

Recommendation JP1-16-06: Submit the purchase requests for August 2016 and September 2016 as soon as possible. For all future purchase requests, submit them by the 5th day of the following month.

This report will be submitted to Commissioners Court on November 8, 2016. Please contact Lori McWhirter, Internal Audit Manager, at (409) 770-5356 if you have any questions or comments regarding this report.

Sincerely,

Randall Rice CPA
County Auditor