

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 3 (Galveston, La Marque and Crystal Beach 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 Penny Pope

Attachment: Quarterly Audit Report, Justice of the Peace, Precinct 3

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October 27, 2016

Honorable Penny Pope
Justice of the Peace, Precinct 3
600 59th Street
Galveston, Texas 77551

Honorable Penny Pope:

The Galveston County Auditor's Office has examined the collections, bond bank reconciliations and PC30 collections of Justice of the Peace, Precinct 3 (Galveston, La Marque and Crystal Beach 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 3. 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 reconciliations for August and September 2016 were not submitted to the Auditor's Office.

Recommendation JP3-16-04: Submit bond bank reconciliations to the Auditor's Office as soon as possible. For all future reports, 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 September 2016.

Recommendation JP3-16-05: Submit the purchase request for 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,

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

Randall Rice CPA
County Auditor