

# TOM GREEN COUNTY



113 West Beauregard,  
San Angelo, TX 76903

## OFFICE OF THE COUNTY AUDITOR

March 25, 2019

Vona Hudson  
Elections Administrator  
113 W. Beauregard  
San Angelo, TX 76903

Dear Ms. Hudson,

We recently completed our review of your office's financial records for the months of October 2017 through September 2018. Included in the review was the examination of receipts issued by the Election Department, the receipts issued by the Treasurer, to include amount and line item, policy and procedures and election contracts made with various county entities.

While verifying the accuracy of charges for services, we found minor differences on two Data Information Request forms. We recommend using the minimum charges, or multiples thereof, especially for the personnel service charge. We also were not able to find your official bond on file at the County Clerk's office. This was corrected after we pointed it out. The bond had been renewed on time and was valid, but the County risk manager had the documents. We recommend that you follow up with the County risk manager each year after you renew your bond, to ensure it has been properly filed and recorded.

We appreciate your cooperation and willingness to help provide the documentation needed to perform this review. If you have any questions or concerns, feel free to contact us.

Very cordially,

A handwritten signature in black ink that reads "Nathan Craddock". The signature is written in a cursive, flowing style.

Nathan Craddock  
County Auditor

Cc: The Honorable Jay Weatherby, District Judge  
340<sup>th</sup> Judicial District, Texas

The Honorable Commissioners Court  
Tom Green County