

# TOM GREEN COUNTY



San Angelo, Texas

## OFFICE OF THE County Auditor

March 23, 2020

The Honorable Fred Buck  
Justice of the Peace, Precinct 3  
3052 N. Bryant Blvd  
San Angelo, Texas 76903

Dear Judge Buck,

We recently completed our review of your office's financial records for the months of July 2019 through September 2019. Included in the review were the Treasurer's receipts and deposit reports for your office, Justice of the Peace, Precinct 3 receipts, receipt journals by fund and fee code, till balance reports, Citations Count Report, scanned citations and warrants, and the Official Justice of the Peace Precinct 3 monthly reports. The review included fee collections and cash receipts from iCON (Net Data).

While we were testing tickets in iCON for proper documentation, we found that thirty-nine (39) of the one hundred and twenty-four (124) cases we sampled did not have citations attached. We use the scanned citations to validate the ticket information. We understand that this is still an ongoing process, and recommend scanning in the iTicket citations as payments are made on cases to avoid touching the case twice and to provide the necessary back-up documentation.

As of September 1<sup>st</sup>, 2019, the State Traffic fee amount increased from \$30.00 to \$50.00. After conducting a separate test of the State Traffic Fees assessed in September, we found twenty-two (22) cases with incorrect charges. We have provided you a list of the cases with offense dates prior to September 1, 2019, that were charged the \$50.00 State Traffic fee (STA19). We recommend correcting these cases as soon as possible.

In regards to the previous review's cash count letter, we visited your office on March 9, 2020 and found only that day's payments were pending receipt. We appreciate the hard work done by you and your staff to process the back log of payments found in August and your diligence to stay current.

We also discussed with you separately a few minor errors found during the review. We appreciate your cooperation and willingness to help provide the information we needed to perform this review. If you should have any questions, please do not hesitate to contact me.

Very cordially,

A handwritten signature in black ink that reads "Nathan Craddock". The signature is written in a cursive, flowing style with a long horizontal flourish at the end.

Nathan Craddock  
County Auditor

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

The Honorable Commissioners Court  
Tom Green County, Texas