

TOM GREEN COUNTY



112 West Beauregard,
San Angelo, TX 76903

OFFICE OF THE COUNTY AUDITOR

June 28, 2016

The Honorable Kay Longest
Justice of the Peace, Precinct 1
122 W. Harris Ave.
San Angelo, TX 76903

Dear Judge Longest,

We have completed our review of the financial records of the Justice of the Peace, Precinct 1 for the months of January through March 2016. Included in the review were the Treasurer's receipts, the Justice of the Peace (JP) receipts, the JP/Treasurer Daily Cash/Coin deposit reports, receipt journals by fund and fee code, the receipt journal report, and the Official JP Monthly Report, Precinct 1.

We discovered two receipts that were voided and the payment was applied to a different case. The voided receipts did not have any notes or comments on them to explain the void or reference the new case number. We strongly recommend that you notate this information on all void receipts. This additional documentation will provide a clear trail of the activity and reasons for the changes made to accounting records.

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 Barbara Walther, District Judge
51st Judicial District, Texas

The Honorable Commissioners Court
Tom Green County, Texas