

TOM GREEN COUNTY



112 West Beaugard,
San Angelo, TX 76903

OFFICE OF THE COUNTY AUDITOR

February 9, 2017

Honorable Steve Floyd
Parks Department
113 W. Beaugard
San Angelo, TX 76903

Dear Judge Floyd,

We recently completed our review of the Parks financial records for the months of July through September 2016. During the review, we found many receipts filled out incompletely. A complete receipt is necessary to identify the patron and/or the service received.

We also discovered many receipts were deposited after the statutory time period. LGC 113.022 states money must be deposited on or before the fifth day after the day on which the money was received, without exception. We recommend the Administrative Assistant keep a log of park receipts deposited with the Treasurer in order to promptly identify any skipped receipts. This will enable her to request the missing receipts and revenue from the parks' attendant and, in turn, deposit the funds with the Treasurer more timely.

This concludes our review of the receipts collected by the Treasurer and official receipts issued by the Parks department. 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

Rene Pomar
Assistant Auditor

Cc: The Honorable Barbara Walther, District Judge
51st Judicial District, Texas

The Honorable Commissioners Court
Tom Green County, Texas

Mark Horner Fleet Department Director