

TOM GREEN COUNTY



San Angelo, Texas

**OFFICE OF THE
County Auditor**

May 18, 2017

Ms. Jill Donegan
Tom Green Library
33 West Beauregard
San Angelo, Texas 76903

Dear Ms. Donegan,

We found amounts charged for the Sugg Community room to vary from the adopted fee schedule. When we talked to your staff about these inconsistencies, we learned that you have a review committee approve events and waive some or all of the fees as deemed appropriate. Please document the decisions of the committee in regards to fees. We also found refund request for patrons need additional documentation from your computer software to improve internal controls. We found a few additional minor discrepancies that we have discussed separately with you.

This concludes our review of your office for the time period of October to December 2016. The review included fee collections, cash receipts, bank deposits, community room rentals, refund request, and cash counts at all 3 branches. You and your staff were extremely helpful to us. Thank you for your cooperation with this process. If you have any questions about the review, please feel free to contact my office.

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

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

Sara Palmer
Assistant Auditor

Cc: The Honorable Barbara Walther, District Judge
The Honorable Commissioners' Court