

# TOM GREEN COUNTY



San Angelo, Texas

## OFFICE OF THE County Auditor

February 28, 2022

The Honorable J.P. McGuire  
Justice of the Peace, Precinct 2  
3052 N. Bryant Blvd  
San Angelo, TX 76903

Dear Judge McGuire,

We recently completed our review of your office's financial records for the months of July 2021 through September 2021. Included in the review were the Treasurer's receipts and deposit reports for your office, Justice of the Peace, Precinct 2 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 2 monthly reports. The review included fee collections and cash receipts from iCON (Net Data).

While reviewing your department's paid warrants, we discovered three closed cases with active warrants not recalled in Odyssey. Of these three warrants, two should have been recalled over a year prior. Upon notifying your staff, the active warrants were promptly recalled. We highly recommend that a weekly procedure be implemented in which active warrants are reviewed. One method is by using the iCON "active warrant" tab in the Advanced Search and then cross-referencing the list to the Odyssey active warrants.

Upon researching felony warrants, we found 22 out of 26 warrants in iCON were still active, even though they should have been recalled in iCON, as they their status in Odyssey was either served or arrested. Though warrants in iCON cannot be viewed by the Sheriff's Office, it is important to maintain a one-to-one transparency between the two software systems. Warrant activity/status in iCON should match that in Odyssey. Again, we highly recommend using the iCON "active warrant" tab in the Advanced Search, this would help locate any and all active warrants in iCON for review.

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 Cradduck". The signature is written in a cursive, flowing style.

Nathan Cradduck  
County Auditor

Cc: The Honorable Jay Weatherby, District Judge  
340th Judicial District, Texas

The Honorable Commissioners Court  
Tom Green County, Texas