

TOM GREEN COUNTY



San Angelo, Texas

**OFFICE OF THE
County Auditor**

August 22, 2022

The Honorable Christina Ubando
Tom Green County Clerk
124 West Beauregard Avenue
San Angelo, Texas 76903

Dear Ms. Ubando,

During our last quarterly review of the financial records for October 2021 through March 2022, we sampled civil and criminal cases and receipts to verify the proper charges were assessed and paid. We reviewed waivers and jail credits to insure the County Fine was waived before any State Fees. We compared a sample of held NISI Bonds to their corresponding cases in Odyssey. We matched Registry fees earned for released child trust cases to the actual fees received. We analyzed all "no charge" transactions in Eagle. We also examined the bank reconciliations and child trust fund accounts. The review included fee collections, cash receipts and disbursements, bank reconciliations, and child trust funds. Updates to the internal controls for civil, criminal, vital, and real estate departments were also included in the review, to reflect the staffing and procedures of your new administration.

Since June, 2020, when we first discovered that the Civil Indigent Legal Services, CVILS, fee was assessed incorrectly in Odyssey, we verify that the correct amount was paid. We would like to commend you and your staff for diligently adjusting the fee to \$10.00, thereby reducing the error rate to only six cases for the entire six month review period.

We also appreciate your efforts to close outstanding NISI bonds by: resending letters to defendants with court orders for disbursement, seeking dispositions on two NISI bond cases, and researching a particularly complex case on a defendant's NISI bonds. You made progress and we believe these will be cleared shortly.

We discussed with you separately other minor findings we found during the review. 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 style with a long, sweeping underline.

Nathan Craddock
County Auditor

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

The Honorable Commissioners
Tom Green County, Texas