

# TOM GREEN COUNTY



San Angelo, Texas

## OFFICE OF THE County Auditor

September 12, 2022

The Honorable Thomas Daniel  
Justice of the Peace, Precinct 2  
5006 Knickerbocker Road  
San Angelo, TX 76904

Dear Judge Daniel,

We recently completed our review of your office's financial records for the months of October 2021 through March 2022. 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 four cases with warrants still outstanding in Odyssey and iCON. One warrant should have been recalled in January 2022. Upon notifying your staff, the active warrants were promptly recalled. During the exit interview, your staff brought to our attention that the "active warrant" tab in the software does not return any data for them, the way it does for the Auditor's Office, and not all active warrants are being displayed. We revised the "active warrant" search procedures and have sent them to your office. We highly recommend performing this search on a weekly basis to help ensure warrants are recalled in a timely manner.

We applaud your department for doing an excellent job implementing the significant changes required by Senate Bill 41 (effective January 1st, 2022), including new civil fees. As of this review, the civil fees that we reviewed were assessed in accordance with the new bill.

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

Nathan Craddock  
County Auditor

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

The Honorable Commissioners Court  
Tom Green County, Texas