



COMMISSIONERS COURT
COMMUNICATION

REFERENCE NUMBER CO#142158

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DATE: 11/21/2023

SUBJECT: **RECEIVE AND FILE THE AUDITOR'S REPORT OF THE CASH AND OTHER ASSET CONTROLS REVIEW FOR THE TARRANT COUNTY CRIMINAL DISTRICT ATTORNEY'S OFFICE**

***** CONSENT AGENDA *****

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court receive and file the Auditor's Report of the Cash and Other Asset Controls Review for the Tarrant County Criminal District Attorney's Office.

BACKGROUND

In accordance with the Local Government Code, the Auditor's Office performed a surprise cash count and controls review at the Tarrant County Criminal District Attorney's Office on October 10, 2023. The objectives of our review were to determine whether (1) imprest funds and remittances were accurately recorded and properly reconciled to the respective accounts, and (2) adequate controls were in place to prevent potential fraud and abuse of County assets.

FISCAL IMPACT

There is no fiscal impact associated with this item.

SUBMITTED BY:	Auditor Office	PREPARED BY: APPROVED BY:	Julie K. Hillhouse Kimberly M. Buchanan
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Kimberly M. Buchanan, CPA
Tarrant County Auditor

Linda R. Castillo
First Assistant County Auditor



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October 27, 2023

The Honorable Phil Sorrells, Criminal District Attorney
The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

Re: Auditor's Report – Cash and Other Asset Controls Review, Criminal District Attorney

In accordance with the Local Government Code, the Auditor's Office conducted a surprise cash count and controls review at the Tarrant County Criminal District Attorney's (CDA) Office on October 10, 2023.

The objectives of our review were to determine whether:

- Imprest funds and other remittances were accurately recorded and properly reconciled to the respective accounts, and
- Adequate controls were in place to prevent potential fraud and abuse of county funds.

No overages/shortages were identified during the count and controls to safeguard county assets were adequate.

We appreciate the cooperation of your staff during the review. If you have any questions, please do not hesitate to call.

Sincerely,

A black rectangular box redacting the signature of Kimberly M. Buchanan.

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Distribution: Ann Durfee, Business Manager, Criminal District Attorney