



# AUDIT REPORT

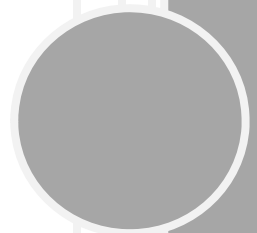
DALLAS COUNTY

County Treasurer - FY2021 (3rd Quarter)

Darryl D. Thomas  
Dallas County Auditor

ISSUED: 8/27/2021

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# County Treasurer - FY2021 (3rd Quarter)

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This report is intended for the information and use of the agency/department. While we have reviewed internal controls and financial reports, this review will not necessarily disclose all matters of a material weakness. It is the responsibility of the department to establish and maintain effective internal control over compliance with the requirements of laws, regulations, and contracts applicable to the department



**DALLAS COUNTY**  
COUNTY AUDITOR

**MANAGEMENT LETTER**

Honorable Pauline Medrano  
County Treasurer  
Dallas, Texas

Attached is the County Auditor's final report entitled "County Treasurer - FY2021 (3rd Quarter)" Report. In order to reduce paper usage, a hard copy will not be sent through in house mail except to the auditee.

In you prefer that released reports be emailed to a different (or additional) recipient, please inform me of the name and the change will be made.

Respectfully,

*Darryl D. Thomas*

Darryl D. Thomas  
County Auditor

## EXECUTIVE SUMMARY

A review of the Dallas County Treasurer during the second quarter of fiscal year 2021 revealed the significant observations listed below:

### **Summary of Significant Observations**

- None identified

### **Repeat Observations from Previous Audits:**

- None Identified

**Only those weaknesses which have come to our attention as a result of the audit have been reported. It is the responsibility of the department management to establish and maintain effective internal control over compliance with the requirement of laws, regulations, and contracts applicable to the department.**

## INTRODUCTION

**Dallas County Auditor's Office mission is to provide responsible, progressive leadership by accomplishing the following:**

- Comply with applicable laws and regulations
- Safeguard and monitor the assets of the County utilizing sound fiscal policies
- Assess risk and establish and administer adequate internal controls
- Accurately record and report financial transactions of the County
- Ensure accurate and timely processing of amounts due to County employees and vendors
- Set an example of honesty, fairness and professionalism for Dallas County government
- Provide services with integrity
- Work in partnership with all departments to resolve all issues of the County
- Strive to utilize the latest efficient and effective technology in the performance of tasks
- Provide technical support and training in the development, implementation, and maintenance of information systems
- Hold ourselves accountable to the citizens of the County at all times
- Be responsive to the elected officials and department heads of Dallas County

This audit covers the period April 1, 2021 - June 30, 2021.



DETAILS

**Out-of-Balance Deposit Notification to the Auditor's Office**

During the FY2021 third quarter review of the Treasurer's Office, our office became aware that the department was not notifying the Auditor's Office of all out of balance conditions related to deposits received from other county departments. Per Dallas County Section 74-692, the County Auditor's Office will be notified immediately (within one day) of any out of balance conditions for purposes of identifying and substantiating any shortages which may subsequently require indemnification. Lack of management oversight related to reporting out of balance conditions may hinder the identification of deposit related risks and inhibit the the ability of county departments to access self-insurance to resolve losses.

**Recommendation**

Out-of-Balance Deposit Notification to the Auditor's Office

Management should:

- Notify the Auditor's Office of all out of balance deposits within one day of receiving deposit from departments. However, an automatic cash count will be performed for cash \$50 or more and checks \$500 or more.

**Management Action Plan**

- Chief Cashier will notify (by e-mail) Internal Audit for all deposit discrepancies within one day of any out-of-balance conditions.

**Auditors Response**

None

cc: Darryl Martin, Commissioners Court Administrator