



AUDIT REPORT

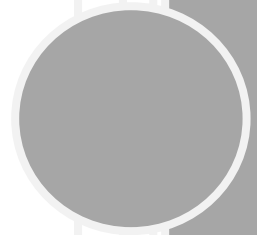
DALLAS COUNTY

Year End Inventory - Road & Bridge District #4 - FY2022

Darryl D. Thomas
Dallas County Auditor

ISSUED: 9/2/2022

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Year End Inventory - Road & Bridge District #4 - FY2022

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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 Elba Garcia, DDS
District 4 Commissioner
Dallas, Texas

Attached is the County Auditor's final report entitled "Year End Inventory - Road & Bridge District #4 - FY2022" 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

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County Auditor

EXECUTIVE SUMMARY

The District 4 Road & Bridge Service Center is located at 4403 West Illinois Avenue, Dallas, Texas 75211. Principal areas of responsibility include maintenance and repair of Dallas County roads and bridges, as well as those of other municipalities that have maintenance contracts with Dallas County. During fiscal year 2022, District 4 was responsible for maintaining 0.495 road miles, excluding the miles maintained under contract with other municipalities. Management of Road and Bridge 4 is overseen by Commissioner Elba Garcia. Staff includes two administrative assistants, a road superintendent, and an office manager.

This report is intended for the information and use of management. A summary of significant observations is 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

The objectives of this audit are to:

1. Ensure compliance with statutory requirements
2. Evaluate internal controls
3. Verification of accuracy and completeness of reporting
4. Review controls over safeguarding of assets

This audit covered the period of August 15, 2021 through August 16, 2022. Report reflects unaudited inventory counts provided Road & Bridge 4.

The attached report represents the unaudited counts provided by Road & Bridge 4.



DETAILS

Inventory Review Summary

On August 16, 2022, a physical inventory of Dallas County Road and Bridge District No. 4's storeroom supplies, fuel and lube, and road materials was performed. A sample review of 21 inventory items (50% of total 42 inventory items) valued at \$19,555.15 from a total inventory value of \$23,227.23 without any variances. In addition, a review of diesel, battery, and tire purchases and issuances were performed to verify those balances were fairly stated for the fiscal year 2022 audit period without any issues to report.

Operational practices and review steps relevant to inventory should include procedural controls that provide reasonable assurance of accurate record-keeping for diesel fuel purchases and usage. Periodic inventory counts should be performed during the fiscal year to update inventory records for all stock card items with current unit prices and quantities on hand.

Recommendation

Inventory Review Summary

Management should continue maintaining reviews of inventory stock cards, daily fuel sheets and monthly diesel reports comparison to store card prior to submission to Financial Audit who records to accounting records.

Management Action Plan

Auditors Response

cc: Darryl Martin, Commissioners Court Administrator