



DALLAS COUNTY
COUNTY AUDITOR

March 21, 2014

Mr. Brandon Wood, Executive Director
Texas Commission on Jail Standards
P.O. Box 12985
Austin, Texas 78711-2985

Dear Mr. Wood:

We are submitting Dallas County's Jail Commissary Operations Review Report for the quarter ending December 31, 2013, in accordance with V.T.C.A., Government Code 511.016. Our review included tracing revenue receipts to the general ledger and testing expenditure accounts for authorization and appropriateness. First quarter exhibits and a cumulative operating summary are enclosed.

Please contact Tim Morton, Internal Audit Manager, at (214) 653-6484 if any additional information is needed.

Sincerely,

A handwritten signature in blue ink that reads "Virginia Porter".

Virginia Porter
Dallas County Auditor

A small, dark handwritten mark or scribble.

Enclosures

VP:sm

cc: Commissioners Court
Honorable Sheriff Lupe Valdez
Darryl Thomas, CFO
Ryan Brown, OBE Director

DALLAS COUNTY AUDITOR'S OFFICE
SHERIFF JAIL COMMISSARY FUND
SUMMARY OF OPERATIONS

AS OF DATE	REVENUE	EXPENDITURES	FUND BALANCE	
<u>Fiscal Year 2006</u>				
31-Dec-05	\$186,065	\$187,111	\$197,512	
31-Mar-06	\$175,478	\$171,115	\$201,875	
30-Jun-06	\$179,512	\$230,392	\$150,995	
30-Sep-06	\$188,548	\$184,007	\$155,536	
<u>Fiscal Year 2007</u>				
31-Dec-06	\$266,090	\$326,887	\$94,738	
31-Mar-07	\$544,303	\$169,847	\$469,195	
30-Jun-07	\$503,537	\$601,215	\$371,517	
30-Sep-07	\$475,557	\$478,394	\$368,679	**
<u>Fiscal Year 2008</u>				
31-Dec-07	\$476,419	\$592,882	\$252,216	
31-Mar-08	\$526,179	\$478,204	\$300,191	
30-Jun-08	\$551,502	\$653,816	\$197,876	
30-Sep-08	\$519,766	\$524,032	\$193,611	
<u>Fiscal Year 2009</u>				
31-Dec-08	\$532,824	\$455,859	\$270,576	
31-Mar-09	\$571,571	\$420,145	\$422,001	
30-Jun-09	\$557,584	\$481,193	\$498,392	***
30-Sep-09	\$543,941	\$419,290	\$623,044	^
<u>Fiscal Year 2010</u>				
31-Dec-09	\$573,661	\$458,293	\$738,412	***
31-Mar-10	\$553,616	\$383,444	\$908,584	
30-Jun-10	\$648,342	\$518,925	\$1,038,001	
30-Sep-10	\$577,896	\$349,213	\$1,266,684	
<u>Fiscal Year 2011</u>				
31-Dec-10	\$658,390	\$475,525	\$1,449,549	***
31-Mar-11	\$624,840	\$501,954	\$1,572,435	***
30-Jun-11	\$613,580	\$776,735	\$1,409,280	***
30-Sep-11	\$569,892	\$463,811	\$1,515,361	
<u>Fiscal Year 2012</u>				
31-Dec-11	\$571,633	\$537,751	\$1,549,244	***
31-Mar-12	\$691,827	\$533,951	\$1,707,120	***
30-Jun-12	\$761,858	\$574,326	\$1,894,651	***
30-Sep-12	\$752,641	\$757,095	\$1,890,197	***
<u>Fiscal Year 2013</u>				
31-Dec-12	\$773,425	\$500,450	\$2,163,172	***
31-Mar-13	\$827,493	\$640,341	\$2,350,324	***
30-Jun-13	\$834,861	\$659,982	\$2,525,202	***
30-Sep-13	\$826,889	\$1,058,172	\$2,293,919	***
<u>Fiscal Year 2014</u>				
31-Dec-13	\$830,634	\$833,264	\$2,291,289	***

Note 1 Expenditures reported on modified accrual basis beginning FY 03.

Note 2 Revenues reported on modified accrual basis beginning in 4th quarter FY 03

Note 3 Contract renewal effective 7/15/02 provides for receipts of \$7.57 per inmate or \$600,000 annually versus \$2.50 per inmate and 8% commission on vending sales

Note 4 Contract renewal effective 12/10/06 provides for receipts of 40% commission on sales.

Note 5 * = First Quarter Ending 12/31/2004 Restated to Eliminate Duplicated Payroll Accrual Reversal

Note 6 ** = Amount does not include the \$7,755.25 that was incorrectly deposited to Commissary.

Note 7 *** = Revenue & Expenditures adjusted for GL posting errors

Note 8 ^ Business Travel adjusted for journal entry error to be corrected next fiscal year



DALLAS COUNTY AUDITOR'S OFFICE
SHERIFF COMMISSARY FUND
REVENUE AND EXPENSES - FY 2014

QUARTER ENDING

DESCRIPTION	DECEMBER 2013	MARCH 2014	JUNE 2014	SEPTEMBER 2014	FISCAL YEAR ACTIVITY
GL Revenue	\$ 714,038.20	\$ -	\$ -	\$ -	\$ 714,038.20
Net Accruals	\$ 116,595.96	\$ -	\$ -	\$ -	\$ 116,595.96
Adjusted General Ledger Total	\$ 830,634.16	\$ -	\$ -	\$ -	\$ 830,634.16
Payroll & Benefits	\$ 309,381.58	\$ -	\$ -	\$ -	\$ 309,381.58
Training & Education	\$ 3,154.50	\$ -	\$ -	\$ -	\$ 3,154.50
Maintenance & Equipment	\$ 154,262.42	\$ -	\$ -	\$ -	\$ 154,262.42
Other	\$ 266,904.07	\$ -	\$ -	\$ -	\$ 266,904.07
Net Accruals	\$ 99,561.69	\$ -	\$ -	\$ -	\$ 99,561.69
Subtotal	\$ 833,264.26	\$ -	\$ -	\$ -	\$ 833,264.26
Excess Rev. Over/(Under) Expenditures	\$ (2,630.10)	\$ -	\$ -	\$ -	\$ (2,630.10)

⊕ Revenue is earned based on 48.5% of sales.

✕ Includes pending adjustments for various expenditure codes.

DALLAS COUNTY AUDITOR'S OFFICE
SHERIFF COMMISSARY FUND - TOTAL EXPENSES
QUARTER ENDING DECEMBER 31, 2013

Expense Category/Description	Account Number	1st Qtr Expenses	Payroll & Benefits	Training & Education	Maint. & Eqpmt	Other Expenses	Accruals
Salaries Assistants	1020	\$ 203,485.32	\$ 169,278.49				\$ 34,206.83
Salaries Overtime	1050	\$ 96,865.48	\$ 85,946.21				\$ 10,919.27
FICA	1111	\$ 10,847.72	\$ 9,141.97				\$ 1,705.75
Medicare	1112	\$ 2,536.95	\$ 2,138.03				\$ 398.92
Sick Payoff	1120	\$ -	\$ -				\$ -
Group Hospitalization	1140	\$ 28,901.01	\$ 24,403.97				\$ 4,497.04
Employee Retirement	1150	\$ 19,894.47	\$ 16,593.08				\$ 3,301.39
Workers Compensation	1190	\$ 2,231.81	\$ 1,879.83				\$ 351.98
Classified Advertising	2011	\$ -					\$ -
Dues & Subscriptions	2080	\$ -					\$ -
Subscriptions	2082	\$ 18,795.84				\$ 10,248.78	\$ 8,547.06
Property less than \$5000	2090	\$ (12,955.14)			\$ 5,298.52		\$ (18,253.66)
Computer Hardware	2093	\$ -					\$ -
Licenses & Permits	2150	\$ 35.00		\$ 35.00			\$ -
Office Supplies	2160	\$ 1,044.88				\$ 204.87	\$ 840.01
Postage	2170	\$ 26,485.00				\$ 26,485.00	\$ -
Printing/Imaging Expense	2180	\$ 368.38				\$ 368.38	\$ -
Shipping & Handling	2210	\$ 137.07				\$ 137.07	\$ -
Training Fees	2460	\$ -		\$ -			\$ -
Registration Fees - Training	2462	\$ 1,401.50		\$ 1,401.50			\$ -
Detention Supplies	2550	\$ 125,706.51				\$ 64,507.25	\$ 61,199.26
Clothing & Bedding	2575	\$ 289,336.33				\$ 162,391.78	\$ 126,944.55
County Auto Maintenance	2590	\$ -			\$ 371.20		\$ (371.20)
Radio Installation/Maint.	2630	\$ -			\$ -		\$ -
Office Equipment Maint.	2640	\$ -			\$ -		\$ -
Maintenance	2670	\$ 1,400.09			\$ -		\$ 1,400.09
Hardware & Electrical	2690	\$ 765.00			\$ 165.00		\$ 600.00
Janitorial Supplies	2720	\$ -			\$ -		\$ -
Small Tools	2730	\$ 312.83			\$ 312.83		\$ -
Communion Supplies	2810	\$ 59.99				\$ 59.99	\$ -
Drug & Medical	2920	\$ -				\$ -	\$ -
Books & Supplements	2950	\$ -				\$ -	\$ -
Training Supplies	2960	\$ -		\$ -			\$ -
Uniforms	2970	\$ -				\$ -	\$ -
Death/Burial Expense	3070	\$ -				\$ -	\$ -
Fuel	3095	\$ -		\$ -			\$ -
Business Travel	4010	\$ 1,523.88				\$ 1,523.88	\$ -
Conference Travel	4210	\$ 968.00		\$ 968.00			\$ -
Recruiting Expenses	4310	\$ 750.00		\$ 750.00			\$ -
School/Recreation	5080	\$ 153.97				\$ 153.97	\$ -
Other Professional Fees	5590	\$ 4,195.00		\$ -			\$ 4,195.00
Maintenance Contracts	6520	\$ -			\$ -		\$ -
Equipment Rental (Copier)	7020	\$ 2,902.48			\$ 629.85		\$ 2,272.63
Other Rental	7030	\$ (21.50)				\$ 130.00	\$ (151.50)
Cellular Phones	7213	\$ 3,136.39			\$ 880.02		\$ 2,256.37
Cable Television	7234	\$ 2,000.00				\$ 693.10	\$ 1,306.90
Transfer to Other Funds	7930	\$ -				\$ -	\$ -
Furniture & Equipment	8410	\$ -			\$ -		\$ -
General Equipment	8418	\$ -			\$ -		\$ -
Special Equipment	8610	\$ -			\$ 146,605.00		\$ (146,605.00)
Computer Software	8641	\$ -			\$ -		\$ -
TOTALS		\$ 833,264.26	\$ 309,381.58	\$ 3,154.50	\$ 154,262.42	\$ 266,904.07	\$ 99,561.69

- ⊖ Property Less than \$5000 adjusted for pending correction to GL for current quarter posting
- ⊖ License & Permits adjusted for pending correction to GL for current quarter posting
- ⊖ School/Recreation (art supplies) adjusted for pending correction to GL for current quarter posting
- ⊖ Registration Fees - Training adjusted for pending correction to GL for current quarter posting
- ⊖ Detention Supplies adjusted for pending correction to GL for current quarter posting
- ⊖ Postage adjusted for pending correction to GL for current quarter posting
- ⊖ Business Travel adjusted for pending correction to GL for current quarter posting
- ⊖ Other Professional Fees adjusted for pending correction to GL for current quarter posting
- ⊖ Shipping and Handling adjusted for pending correction to GL for current quarter posting
- ⊖ Small Tools adjusted for pending correction to GL for current quarter posting
- ⊖ Communion Supplies adjusted for pending correction to GL for current quarter posting
- ⊖ Conference Travel adjusted for pending correction to GL for current quarter posting
- ⊖ Recruiting Expenses adjusted for pending correction to GL for current quarter posting

Source: Oracle Fund 532, project 91046