



**COMMISSIONERS COURT
COMMUNICATION**

COURT ORDER NUMBER <#CourtOrderNumber#>

PAGE 1 OF 3

DATE: 2/4/2025

**SUBJECT: RECEIVE AND FILE THE AUDITOR'S REPORT FOR THE REVIEW OF
FINANCIAL AND SYSTEM CONTROLS FOR CONSTABLE, PRECINCT 1**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court receive and file the Auditor's Report for the Review of Financial and System Controls for Constable, Precinct 1.

BACKGROUND

In accordance with the Local Government Code, the Auditor's Office performed a review of the financial and system controls implemented by Constable, Precinct 1, for the twelve-month period ended September 30, 2024.

FISCAL IMPACT

None

SUBMITTED BY	Auditor	PREPARED BY:	Kim Trussell
		APPROVED BY:	Kimberly Buchanan

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Linda R. Castillo
First Assistant County Auditor



Office of the Tarrant County Auditor
100 E. Weatherford, Room 506
Fort Worth, Texas 76196-0103

Phone (817) 884-1205
Fax (817) 884-1104

January 22, 2025

Constable Dale Clark, Precinct 1
The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

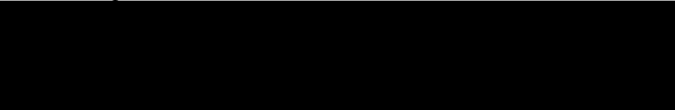
Re: Auditor's Report – Review of the Financial and System Controls for Constable, Precinct 1

In accordance with the Local Government Code, the Auditor's Office performed a review of the financial and system controls implemented by the Constable, Precinct 1 (Constable), for the twelve-month period ended September 30, 2024. Total revenues, including Constable service fees recorded by the district, county, and justice courts, totaled approximately \$800,000 during fiscal year 2024.

Constable staff use the *CivilServe* system to record service paper information and financial transactions. Our review was limited in scope and included only revenues, totaling \$79,000, that were collected and receipted into *CivilServe* by the Constable's staff during fiscal year 2024. As a result of our review, we observed controls were generally adequate over financial transactions and the *CivilServe* system. We communicated less significant issues to management.

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

Sincerely,


Kimberly M. Buchanan, CPA
Tarrant County Auditor

Attachment: Management's response

Distribution: Thomas Sanders, Chief Deputy
Smile Nua Uimaitua, Office Manager



TARRANT COUNTY
FORT WORTH, TEXAS

DALE CLARK III
CONSTABLE, PCT. 1
TARRANT COUNTY
FORT WORTH, TEXAS 76196-0203
COUNTY COURTHOUSE
(817) 884-1385

January 22, 2025

Kimberly Buchanan, CPA
Tarrant County Auditor
100 E. Weatherford St. #506
Fort Worth, TX 76196

Dear Ms. Buchanan,

Please allow this letter to express our appreciation for the work of Kanizur Mazumdar and Kim Trussell in the preparation of the financial systems audit for this office. We are fortunate to have thorough professionals to work with in Tarrant County.

This office has reviewed the report and recommendations and have no objections.

Sincerely,

[Redacted Signature]

H.D. Clark, III
Constable



TLS

RECEIVED
JAN 23 2025
AUDITOR-YC