COMMISSIONERS COURT COMMUNICATION

COURT ORDER NUMBER 145693

DATE: 8/19/2025

SUBJECT: **RECEIVE AND FILE THE AUDITOR'S REPORT FOR THE CASH AND OTHER REMITTANCES CONTROL REVIEW OF THE DISTRICT CLERK'S OFFICES**

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

COMMISSIONERS COURT ACTION REQUESTED

It is requested that the Commissioners Court receive and file the Auditor's Report for the Cash and Other Remittances Control Review of the District Clerk's Department.

BACKGROUND

In accordance with Local Government Code, the Auditor's Office conducted surprise cash counts at all District Clerk locations on July 22, 2025. The objectives of the count were to determine whether cash and other remittances reconciled and whether controls were adequate to safeguard County funds.

Management's response is attached.

FISCAL IMPACT

There is no fiscal impact.

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

August 4, 2025

The Honorable Thomas Wilder, District Clerk
The Honorable District Judges
The Honorable Commissioners Court
Tarrant County, Texas

Re: Auditor's Report – Cash and Other Remittances Control Review, District Clerk

In accordance with Local Government Code, the Auditor's Office conducted a surprise cash count at all District Clerk locations on July 22, 2025. The objectives of the count were to determine whether cash and other remittances reconciled and whether controls were adequate to safeguard County funds. At the time of our count, cash and remittances reconciled, and controls were adequate.

We appreciate the cooperation of the District Clerk staff during our review. If you have any questions concerning this report, please do not hesitate to call.

Sincerely,

[redacted]

Kimberly M. Buchanan, CPA
Tarrant County Auditor

Attachment: Management's response

Distribution: Doug Gowin, Operations Manager, District Clerk
Jessica Gray, Accounting Manager, District Clerk

TARRANT COUNTY

THOMAS A. WILDER
DISTRICT CLERK

August 5, 2025

Kimberly Buchanan
County Auditor
100 E. Weatherford St.
Fort Worth, TX 76196

HAND DELIVERED

RE: Auditor's Report – Cash & Other Remittances Control Review, District Clerk

Dear Ms. Buchanan:

I would like to express my appreciation for your thorough review of our cash and other remittance controls in the District Clerk's office. I agree with your findings, and I am pleased that the review was conducted with minimal impact on my staff.

I am pleased to see there were not overages/shortages identified during the audit.

Your audit team, working together with my District Clerk staff is to be commended for a job well done.

Sincerely,

[redacted]

Thomas A. Wilder
Tarrant County District Clerk