



POLK COUNTY
LOUIS PLOTH
COUNTY AUDITOR

936-327-6811
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602 E. Church St.,
Suite 108
Livingston, Texas 77351

July 15, 2024
Re: Cash Drawer Audit

A surprise cash count of the Justice of the Peace, Pct 2 office was conducted on June 21, 2024 by Sharon Sommers, Stephanie Dale & Louis Ploth. The objective of the cash count was to determine if all collections had been accounted for at the time of the cash count and determine if the collections were properly handled and deposited in a timely manner.

Collections Accounted For

At the time of the cash count, all collections and change funds were accounted for.

Collections Handled Properly

It is a very important control for collections to be properly handled and deposited in a timely manner. It was found that Justice of the Peace, Pct 2 office, is handling collections properly and depositing funds in a timely manner.

Conclusion

At the time of the surprise cash count, all collections were accounted for.

I would like to commend the Justice of the Peace, Pct 2 and her staff for the continuous effort to ensure efficiency of the close out process and security of collections, and for their cooperation and assistance in the audit.

A handwritten signature in black ink that reads "Stephanie Dale".

Stephanie Dale
Polk County Assistant Auditor



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July 15, 2024
Re: Cash Drawer Audit

A surprise cash count of the Justice of the Peace, Pct 3 office was conducted on June 26, 2024 by Charlie Coleman, Stephanie Dale & Louis Ploth. The objective of the cash count was to determine if all collections had been accounted for at the time of the cash count and determine if the collections were properly handled and deposited in a timely manner.

Collections Accounted For

At the time of the cash count, all collections and change funds were accounted for.

Collections Handled Properly

It is a very important control for collections to be properly handled and deposited in a timely manner. It was found that Justice of the Peace, Pct 3 office, is handling collections properly and depositing funds in a timely manner.

Conclusion

At the time of the surprise cash count, all collections were accounted for.

I would like to commend the Justice of the Peace, Pct 3 and his staff for the continuous effort to ensure efficiency of the close out process and security of collections, and for their cooperation and assistance in the audit.

A handwritten signature in black ink that reads "Stephanie Dale".

Stephanie Dale
Polk County Assistant Auditor



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Re: Cash Drawer Audit

A surprise cash count of the Tax Office, Corrigan location was conducted on June 26, 2024 by Charlie Coleman, Stephanie Dale & Louis Ploth. The objective of the cash count was to determine if all collections had been accounted for at the time of the cash count and determine if the collections were properly handled and deposited in a timely manner.

Collections Accounted For

At the time of the cash count, all collections and change funds were accounted for.

Collections Handled Properly

It is a very important control for collections to be properly handled and deposited in a timely manner. It was found that The Tax Office, Corrigan location, is handling collections properly and depositing funds in a timely manner.

Conclusion

At the time of the surprise cash count, all collections were accounted for.

I would like to commend the Tax Office, Corrigan location staff for the continuous effort to ensure efficiency of the close out process and security of collections, and for their cooperation and assistance in the audit.

A handwritten signature in cursive script that reads "Stephanie Dale".

Stephanie Dale
Polk County Assistant Auditor



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A surprise cash count of the County Clerk, Corrigan office was conducted on June 26, 2024 by Charlie Coleman, Stephanie Dale & Louis Ploth. The objective of the cash count was to determine if all collections had been accounted for at the time of the cash count and determine if the collections were properly handled and deposited in a timely manner.

Collections Accounted For

At the time of the cash count, all collections and change funds were accounted for.

Collections Handled Properly

It is a very important control for collections to be properly handled and deposited in a timely manner. It was found that County Clerk, Corrigan office, is handling collections properly and depositing funds in a timely manner.

Conclusion

At the time of the surprise cash count, all collections were accounted for.

I would like to commend the County Clerk, Corrigan office staff for the continuous effort to ensure efficiency of the close out process and security of collections, and for their cooperation and assistance in the audit.

A handwritten signature in cursive script that reads "Stephanie Dale".

Stephanie Dale
Polk County Assistant Auditor



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July 15, 2024
Re: Cash Drawer Audit

A surprise cash count of the Justice of the Peace, Pct 4 office was conducted on July 02, 2024 by Shana Jackson, Stephanie Dale & Louis Ploth. The objective of the cash count was to determine if all collections had been accounted for at the time of the cash count and determine if the collections were properly handled and deposited in a timely manner.

Collections Accounted For

At the time of the cash count, all collections and change funds were accounted for.

Collections Handled Properly

It is a very important control for collections to be properly handled and deposited in a timely manner. It was found that Justice of the Peace, Pct 4 office, is handling collections properly and depositing funds in a timely manner.

Conclusion

At the time of the surprise cash count, all collections were accounted for.

I would like to commend the Justice of the Peace, Pct 4 and her staff for the continuous effort to ensure efficiency of the close out process and security of collections, and for their cooperation and assistance in the audit.

A handwritten signature in black ink that reads "Stephanie Dale". The signature is written in a cursive, flowing style.

Stephanie Dale
Polk County Assistant Auditor