

# GALVESTON COUNTY



## Office of County Auditor

Randall Rice CPA CISA CIO, County Auditor  
Kristin Bulanek CIA, First Assistant County Auditor

P.O. Box 1418, Galveston, Texas 77553

(409) 770-5304

722 Moody Ave 4<sup>th</sup> Floor, Galveston, TX 77550

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August 27, 2018

Honorable Mark A. Henry, County Judge, and  
Members of the Commissioners Court  
722 Moody Avenue  
Galveston, Texas 77550

Honorable Mark A. Henry and Members of the Court:

Attached for your consideration is the internal audit report of the cash count and statistical analysis of Justice of the Peace, Precinct 3.

Sincerely,

A handwritten signature in blue ink that reads "Rice" followed by "CPA" in a stylized, cursive script.

Randall Rice CPA  
County Auditor

cc: Honorable Judge Penny L. Pope

Attachment: Justice of the Peace, Precinct 3 Audit Report

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August 6, 2018

To: Honorable Penny L. Pope  
Justice of the Peace, Precinct 3

From: Michaelyn Dunaway  
Internal Auditor I

Re: Justice of the Peace, Precinct 3 Cash Count and Statistical Analysis

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### Cash Count

The auditor conducted a surprise cash count at the Galveston office on July 24, 2018, at the La Marque office on July 30, 2018 and at the Crystal Beach office on August 2, 2018. All collections were accounted for at the time of the surprise cash counts. Controls are in place to ensure the staff uses a lockable safe to secure collections until ready to be deposited. The safe remains locked when not in use.

### Statistical Analysis

A statistical analysis was performed on the cases filed through JP3 during FY2016, FY2017 and FY2018 (through June 2018). The data for the analysis was obtained from the Odyssey Case Index Report. The following reflects the number and types of cases filed during each fiscal year:

	FY 2016	FY 2017	FY 2018 (10/1-6/30)
Non-Traffic Misdemeanor	942	1,674	1,183
Traffic Misdemeanor	336	466	459
Eviction	364	637	444
Debt Claim	75	169	145
Juvenile	68	242	93
New Small Claims	56	100	93
Other *	25	45	25
Hot Checks	28	44	21
	<u>1,894</u>	<u>3,377</u>	<u>2,463</u>

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<b>Other *</b>	<b>FY 2016</b>	<b>FY 2017</b>	<b>FY 2018</b> <b>(10/1-6/30)</b>
Occupational License	19	21	13
Magistrate Duty	6	22	8
License Revocation	0	0	2
Tow Hearings	0	1	2
Repair & Remedy	0	1	0
	<u>25</u>	<u>45</u>	<u>25</u>

We wish to thank Judge Pope and her staff for their cooperation and assistance.

cc: Randall Rice CPA, County Auditor  
Kristin Bulanek CIA, First Assistant County Auditor