



**Audit Report**  
**Constable 3**  
**Change of Office – December 31, 2012**  
**Status: Final**

**For action:**

Sammy Knapp

Constable 3

**For information:**

Jeff May

County Auditor

Randall Rice

First Assistant Auditor

Shela Vinson

Audit Manager

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**Report Summary**

As part of the Change of Office procedures, an audit of the Constable 3 was conducted in accordance with Texas Local Government Code §115.002.

The overall objective of the audit was to provide assurance that county assets were intact and accounted for during the change of office and that internal controls are in place to ensure:

- The officer has collected all the money they are obligated to collect
- The money collected was properly remitted to the appropriate party
- All funds are properly managed
- All money is properly accounted for, accurately reported, and adequately safeguarded
- The operations of the office conform to prescribed procedures
- Exposure to potential risk is minimized

The audit scope included an audit of banking, cash receipts, assets, and internal controls.

The results of the testing of the controls and transactions did not disclose any instances of non-compliance within the scope of the audit. However, the audit was not intended to provide absolute assurance there are no procedures, activities, or controls that could be strengthened. The objective was to provide reasonable assurance County assets are safeguarded and appropriately managed.

The time and assistance provided by the Constable and the staff during this engagement is greatly appreciated.