



# COLLIN COUNTY

OFFICE OF COUNTY AUDITOR  
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January 3, 2022

Joseph Wright  
Constable – Precinct 4  
8585 John Wesley Drive, #100  
Frisco, Texas 75034

In accordance with Local Government code 114.043 and 115.002(b), a Fourth Quarter 2021 Cash Count and Monthly Reporting Compliance Audit of the Constable – Precinct 4 department was conducted. The following procedures were performed:

- Counted all funds on hand and verified with the amount on the Cash Till Report.
- Counted the change fund and verified the amount with the General Ledger balance.
- Reviewed checks for endorsement and proper date.
- Reviewed the procedures for safeguarding the funds collected.
- Verified that monthly reports were submitted to the Auditor's office by the 15<sup>th</sup> calendar day of each month.

Based upon the procedures performed, there were no reportable items.

The time and assistance provided by the Constable – Precinct 4 and staff is greatly appreciated.

Sincerely,

Linda Riggs  
County Auditor



## Collin County Auditor

### Compliance Audit Report Summary

<b>Auditee: Constable 4</b>
<b>Audit Period: Fourth Quarter FY2021</b>

#### Cash Count

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A. Office is following the check endorsement policy. <b>Comments:</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	B. Total amount counted matches total amount on Till Report. <b>Comments:</b>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	C. Cash drawer change fund counted agrees with General Ledger. <b>Comments:</b> This office does not have a change fund.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	D. Cash, checks and receipts kept in a secured place. <b>Comments:</b>

<b>Recommendation: N/A</b>
<b>Response: N/A</b>

#### Monthly Reports

Yes	No	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A. Submitted by the 15th calendar day of the subsequent month. <b>Comments:</b>

<b>Recommendation: N/A</b>
<b>Response: N/A</b>