



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER **CO#119698**

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DATE: **03/17/2015**

SUBJECT: **RECEIVE AND FILE THE AUDITOR'S REPORT OF THE REGISTRY OF THE COURT ACCOUNTS HELD BY THE DISTRICT CLERK AS OF SEPTEMBER 30, 2014**

**\*\*\* CONSENT AGENDA \*\*\***

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court receive and file the Auditor's Report of the Registry of the Court Accounts held by the District Clerk as of September 30, 2014.

**BACKGROUND:**

As required by Local Government Code Section 117.123, the Auditor's Office performed an audit of the registry funds held by the District Clerk as of September 30, 2014. The objective of the audit was to determine whether the registry account balances shown on the attached financial statements were materially correct. The Auditor's Office also determined whether collateral held jointly by the District Clerk and the depository was adequate.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with this item.

SUBMITTED BY: Auditor

PREPARED BY: Kim Trussell

APPROVED BY:



## TARRANT COUNTY

TARRANT COUNTY ADMINISTRATION BUILDING - ROOM 506  
100 E. WEATHERFORD  
FORT WORTH, TEXAS 76196-0103  
817/884-1205  
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S. RENEE TIDWELL, CPA  
COUNTY AUDITOR  
rtidwell@tarrantcounty.com

CRAIG MAXWELL  
FIRST ASSISTANT COUNTY AUDITOR  
cmaxwell@tarrantcounty.com

February 17, 2015

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

Re: Auditor's Report – District Clerk, Registry of the Court Accounts

### SUMMARY

As required by Local Government Code Section 117.123, we performed an audit of the registry funds held by the District Clerk as of September 30, 2014. The objective of our audit was to determine whether the registry account balances shown on the attached financial statements were materially correct. We also determined whether collateral held jointly by the District Clerk and the depository was adequate.

In our opinion, the District Clerk's registry account balances shown on the attached financial statements were presented fairly, in all material respects. We also found that the value of collateral held by the clerk and the depository exceeded the amounts required by contract.

Of the 1,813 checks presented to the Auditor's Office for review and countersignature from the registry account, 28 checks totaling \$148,379.79 were rejected for reasons such as an incorrect check amount or payee, court costs were not deducted, the statutory time period for disbursement of excess proceeds had not elapsed, or the court order was not signed by the appropriate judge. The District Clerk's Office voided and reissued all 28 checks. The reissued checks were presented to the Auditor's Office for review and countersignature. No further action was required.

### BACKGROUND

The registry accounts are funds deposited and held for a third party per court order or statute. The funds held in the registry do not belong to Tarrant County. Rather, the District Clerk holds the funds in a fiduciary capacity to satisfy a legal pleading or to await the outcome of a legal proceeding. The registry accounts are recorded into the Trust Information Management System (TIMS) application, the District Clerk's case management system. The clerk is responsible for the deposits, disbursements, and the investment of the registry funds. Currently, the registry accounts are held at JP Morgan Chase.

In accordance with Local Government Code Section 117.121, *Disbursement of Funds*, the Auditor's Office reviews and countersigns disbursements made from the District Clerk's Registry Accounts. The code states, "All checks or drafts issued for the disbursement of the registry fund must be submitted to the county auditor for the auditor's countersignature before delivery or payment. The county auditor may countersign the check only on written evidence of the order of the judge of the court in which the funds have been deposited, authorizing the disbursement of the funds." During fiscal year 2014, the District Clerk's Office presented 1,813 checks totaling \$17,151,127.16 for the auditor's review and approval. The auditor approved and countersigned disbursements totaling \$17,002,747.37.

### CLOSING REMARKS

We appreciate the cooperation of the District Clerk's staff during this audit. If you have any questions, please do not hesitate to call.

Sincerely,



S. Renee Tidwell, CPA  
County Auditor

*Attachments:* Statement of Assets and Liabilities  
Statement of Changes in Assets and Liabilities  
Management's response

*Distribution:* Doug Gowin, Operations Manager  
Andrea Ziton, Registry Fund Manager

*Audit Team:* Kim Trussell, Audit Manager  
Julie Hillhouse, Senior Internal Auditor  
Maki Ogata, Senior Internal Auditor  
Angela Tran-Le, Internal Auditor

**TARRANT COUNTY, TEXAS  
DISTRICT CLERK  
REGISTRY OF THE COURT ACCOUNTS**

Statement of Assets and Liabilities  
September 30, 2014

<b>Assets</b>		
Cash (deposits)		\$ 648,020.06
Certificates of deposits, including accrued interest		<u>17,947,846.14</u>
Total Assets		<u><u>\$ 18,595,866.20</u></u>
<b>Liabilities</b>		
Due to beneficiaries		<u>\$ 18,595,866.20</u>
Total Liabilities		<u><u>\$ 18,595,866.20</u></u>

**TARRANT COUNTY, TEXAS  
DISTRICT CLERK  
REGISTRY OF THE COURT ACCOUNTS**

Statement of Changes in Assets and Liabilities  
Fiscal Year Ending September 30, 2014

	<u>Uninvested</u>	<u>Invested</u>	<u>Total</u>
Beginning Balance - September 30, 2013	\$ 688,280.94	\$ 19,264,093.59	\$ 19,952,374.53
Deposits	15,503,436.87		15,503,436.87
Interest earned	-	142,802.17	142,802.17
Transfer from Invested to Uninvested	16,408,436.42	(16,408,436.42)	-
Transfer from Uninvested to Invested	(14,949,386.80)	14,949,386.80	-
Disbursements	(17,002,747.37)	-	(17,002,747.37)
Ending Balance - September 30, 2014	<u>\$ 648,020.06</u>	<u>\$ 17,947,846.14</u>	<u>\$ 18,595,866.20</u>





## TARRANT COUNTY

**THOMAS A. WILDER**  
DISTRICT CLERK

March 5, 2015

Reneé Tidwell  
County Auditor  
100 E. Weatherford St.  
Fort Worth, Texas 76196

Dear Reneé:

I want to express my appreciation for the cooperative spirit in which your staff conducted the recent audit of my Registry of the Court Accounts. While I am satisfied with the audit results, I am equally pleased that a complete and thorough review was conducted on our 4000 accounts with little impact on staff.

Your audit team, working together with our Accounting and IT staffs, are to be commended for a job well done.

Sincerely,

  
Thomas A Wilder