



## **TARRANT COUNTY**

**TARRANT COUNTY ADMINISTRATION BUILDING - ROOM 506  
100 E. WEATHERFORD  
FORT WORTH, TEXAS 76196-0103  
817/884-1205  
Fax 817/884-1104**

**S. RENEE TIDWELL, CPA  
COUNTY AUDITOR  
rtidwell@tarrantcounty.com**

**KIM BUCHANAN, CPA  
FIRST ASSISTANT COUNTY AUDITOR  
kmbuchanan@tarrantcounty.com**

August 3, 2022

Mr. Michael Amador, Acting Director, Facilities Management  
The Honorable District Judges  
The Honorable Commissioners Court  
Tarrant County, Texas

Re: Auditor's Report – Cash Counts, Facilities Management

In accordance with Local Government Code, the Auditor's Office conducted a surprise cash count at Facilities Management on June 22, 2022. The objective of our review was to determine whether cash and other remittances reconciled at the time of the cash count and that money held was adequately safeguarded. Facilities Management collects cash for the replacement of employee chub cards and receives checks from vendors for the vending machines sales commissions, scrap metal, and recycling.

At the time of our count, there was no cash or other remittances on hand. Therefore, we reviewed the general ledger cash journal and observed that deposits were routinely made with the Auditor's Office. We performed a detailed review of deposits made during June 2022 and observed that cash deposits reconciled to the cash receipts log maintained by Facilities Management and checks were dated within two days of the date of the deposit. Based on our limited review, funds reconciled and the deposits were made timely. According to staff, cash and checks are secured locked filing cabinet until deposited with the Auditor's Office.

We appreciate the cooperation of Facilities Management staff. If you have any questions concerning this report, please do not hesitate to call.

Sincerely,

S. Renee Tidwell, CPA  
County Auditor

*Distribution:* G.K. Maenius, County Administrator



**TARRANT COUNTY**  
DEPARTMENT OF FACILITIES MANAGEMENT

**MICHAEL A. AMADOR**  
INTERIM DIRECTOR

**DATE:** August 9, 2022  
**TO:** Renee Tidwell, County Auditor  
**FROM:** Michael Amador, Interim Director, Facilities Management [REDACTED]  
**RE:** Auditor's Report – Facilities Management, Cash Counts

---

Renee, I am providing my response below to address your observations and recommendations regarding the Auditor's Cash Counts for Facilities Management.

Facilities will continue to ensure all deposits are made timely for cash transactions and remittances. We do keep all cash and checks secured in a lockable filing cabinet and will continue this practice.

Renee, I want to thank you and your staff for all the continuous support and guidance provided to Facilities Management.

Sincerely,

MAA