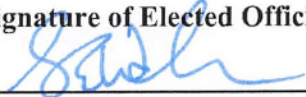



**AGENDA PLACEMENT FORM**

(Submission Deadline – Monday, 5:00 PM before Regular Court Meetings)

**Date:** 04/08/24  
**Meeting Date:** 04/22/24  
**Submitted By:** Steve Watson  
**Department:** County Auditor  
**Signature of Elected Official/Department Head:**  


**Court Decision:**  
This section to be completed by County Judge's Office



**April 22, 2024**

**Description:**  
Acknowledge the Audit Report for FY24 Q1 Elections Account  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(May attach additional sheets if necessary)

**Person to Present:** Steve Watson  
(Presenter must be present for the item unless the item is on the Consent Agenda)

**Supporting Documentation:** (check one)     PUBLIC     CONFIDENTIAL  
(PUBLIC documentation may be made available to the public prior to the Meeting)

**Estimated Length of Presentation:** N/A minutes

**Session Requested:** (check one)  
 Action Item     Consent     Workshop     Executive     Other \_\_\_\_\_

**Check All Departments That Have Been Notified:**  
 County Attorney     IT     Purchasing     Auditor  
 Personnel     Public Works     Facilities Management

Other Department/Official (list) Elections

**Please List All External Persons Who Need a Copy of Signed Documents  
In Your Submission Email**



JOHNSON COUNTY AUDITOR  
JOHNSON COUNTY COURTHOUSE  
#2 N. MAIN  
CLEBURNE, TEXAS 76033  
Telephone (817) 556-6305 ~ Fax (817) 556-6075

Steven E. Watson  
County Auditor

Jennifer R. Lyon  
First Assistant County Auditor

February 28<sup>th</sup>, 2024

Patty Bourgeois  
Elections Office  
Johnson County  
103 S. Walnut St.  
Cleburne TX 76033

RE: Auditor's Report – FY24 Q1 Elections

Dear Mrs. Bourgeois,

### **Summary**

In accordance with Chapter 115 of the Local Government Code, we completed the regular quarterly audit procedures for the Elections Department for the time period ended December 2023.

### **Background**

The Johnson County Elections Office conducts all of the voting, voting procedures, copies of voter rolls, and maps of voting areas in Johnson County. They also handle the reimbursement monies for the State Primaries and funds allocated to defray county registration expenses. This office is governed by the States Election Code Chapter 19.

### **Scope**

Our review was limited to the examination of all collateral documents, meet statutory minimums, and are properly recorded for this period

## **Objective**

To accomplish this audit, we observed collection, receipting and office procedures for accuracy, verified receipts and their supporting documents, and performed random cash counts.

## **Findings**

There were no exceptions that would lead us to conclude that the balances and collections of the office for this period were not in all material respects, appropriately charged, remitted and reported.

Thank you and your staff for your courtesy and cooperation shown during this audit.

Sincerely,



Steven Watson  
Johnson County Auditor

cc: Sherron Beard, Internal Auditor  
cc: Kathy Rice, Audit Manager

RE: Elections - FY24 Q1 Audit Letter Draft

Patty Bourgeois <patty@johnsoncountytexas.org>

Mon 08-Apr-24 10:38 AM

To: Audit-Letters <audit-letters@johnsoncountytexas.org>

Cc: Joyce Adams <JoyceA@johnsoncountytexas.org>

I approve the FY24 Q1.

Thank you,

*Patty Bourgeois*

*Johnson County Elections Administrator, REO*

*103 S. Walnut St*

*Cleburne, Texas 76033*

*817.556.6197*

*817.556.6048 (fax)*



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From: Audit-Letters <audit-letters@johnsoncountytexas.org>

Sent: Monday, April 8, 2024 9:54 AM

To: Patty Bourgeois <patty@johnsoncountytexas.org>

Cc: Joyce Adams <JoyceA@johnsoncountytexas.org>

Subject: Elections - FY24 Q1 Audit Letter Draft

Ms. Bourgeois,

Please review the attached draft letter for this audit.

If you agree with this letter, Reply with your approval.

Once approved, this will be submitted to Commissioners Court.

sw

**Steve Watson**

Johnson County Auditor

P: 817-556-6305

E: [swatson@johnsoncountytexas.org](mailto:swatson@johnsoncountytexas.org)