

**WILLIAMSON COUNTY  
COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**FINANCIAL STATEMENTS AND  
SUPPLEMENTARY INFORMATION**

**YEAR ENDED AUGUST 31, 2008**

**WITH INDEPENDENT AUDITORS' REPORT**

WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT

YEAR ENDED AUGUST 31, 2008

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PATTILLO, BROWN & HILL, L.L.P.  
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

## INDEPENDENT AUDITORS' REPORT

Williamson County Community  
Supervision and Corrections Department  
Williamson County, Texas  
Georgetown, Texas

We have audited the accompanying combined financial statements of the Williamson County Community Supervision and Corrections Department, and the combining and individual funds of the Williamson County Community Supervision and Corrections Department, as of and for the year ended August 31, 2008, as listed in the table of contents. These financial statements are the responsibility of the management of the Williamson County Community Supervision and Corrections Department. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards and standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 1, the financial statements are prepared using the prescribed basis of accounting that demonstrates compliance with TDCJ-CJAD financial reporting requirements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

As discussed in Note 1, the financial statements present only the Williamson County Community Supervision and Corrections Department, and are not intended to present fairly the financial position of Williamson County, Texas, and the results of its operations in conformity with generally accepted accounting principles.

In our opinion, the combined financial statements referred to in the first paragraph present fairly, in all material respects, the financial position of the Williamson County Community Supervision and Corrections Department, as of August 31, 2008, and the results of its operations for the year then ended, in conformity with the basis of accounting described in the notes. Also, in our opinion, the combining and individual funds referred to above present fairly, in all material respects, the financial position of each of the individual funds of the Williamson County Community Supervision and Corrections Department, as of August 31, 2008, and the results of operations of such funds for the year then ended in conformity with the basis of accounting described in the notes.

In accordance with *Government Auditing Standards*, we have also issued a report dated January 28, 2009, on our consideration of Williamson County Community Supervision and Corrections Department's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

This report is intended solely for the information and use of management, others within the organization, the Williamson County Community Supervision and Corrections Department, and the Texas Department of Criminal Justice – Community Justice Assistance, and is not intended to be and should not be used by anyone other than these specified parties.

*Patullo, Brown & Hill, LLP*

January 28, 2009

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**COMBINED STATEMENT OF FINANCIAL POSITION**

**AUGUST 31, 2008**

**ASSETS**

	<u>Supervision</u>	<u>Community Corrections</u>	<u>Diversion Program</u>	<u>Restitution</u>	<u>Total</u>
Cash					
Bank balances	\$ 116,024	\$ 81,292	\$ -	\$ 138,440	\$ 335,756
Petty cash	100	-	250	-	350
Due from other funds	64,270	-	-	-	64,270
Time deposits	<u>1,184,725</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,184,725</u>
Total Cash	<u>1,365,119</u>	<u>81,292</u>	<u>250</u>	<u>138,440</u>	<u>1,585,101</u>
Accounts receivable					
Community supervision fees	95,709	-	-	-	95,709
CJAD receivable	-	-	200,000	-	200,000
Other receivable	<u>26,376</u>	<u>-</u>	<u>19,966</u>	<u>-</u>	<u>46,342</u>
Total Accounts Receivable	<u>122,085</u>	<u>-</u>	<u>219,966</u>	<u>-</u>	<u>342,051</u>
Total Assets	<u>\$ 1,487,204</u>	<u>\$ 81,292</u>	<u>\$ 220,216</u>	<u>\$ 138,440</u>	<u>\$ 1,927,152</u>

**LIABILITIES AND FUND BALANCE**

Liabilities					
Accounts payable	\$ 40,012	\$ 2,595	\$ 26,431	\$ -	\$ 69,038
Due to other funds	-	-	64,270	-	64,270
Due to beneficiaries	<u>-</u>	<u>-</u>	<u>-</u>	<u>138,440</u>	<u>138,440</u>
Total Liabilities	<u>40,012</u>	<u>2,595</u>	<u>90,701</u>	<u>138,440</u>	<u>271,748</u>
Fund Balance	<u>1,447,192</u>	<u>78,697</u>	<u>129,515</u>	<u>-</u>	<u>1,655,404</u>
Total Liabilities and Fund Balance	<u>\$ 1,487,204</u>	<u>\$ 81,292</u>	<u>\$ 220,216</u>	<u>\$ 138,440</u>	<u>\$ 1,927,152</u>

The accompanying notes are an integral part of these financial statements

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**COMBINED STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Supervision</u>	<u>Community Corrections</u>	<u>Diversion Program</u>	<u>Total</u>
<b>REVENUE</b>				
State aid	\$ 741,071	\$ 441,842	\$ 2,207,900	\$ 3,390,813
State aid: SAFPF	11,910	-	-	11,910
Community supervision fees	2,499,895	-	-	2,499,895
Payments by program participants	346,209	-	-	346,209
Interest income	65,015	-	-	65,015
Other	89,000	-	75,425	164,425
Total Revenue	<u>3,753,100</u>	<u>441,842</u>	<u>2,283,325</u>	<u>6,478,267</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	2,916,481	341,195	1,583,078	4,840,754
Travel and furnished transportation	62,844	12,845	23,181	98,870
Contract services	190,772	5,575	-	196,347
Professional fees	125,999	-	28,120	154,119
Supplies and operating expenses	117,377	-	276,005	393,382
Facilities	-	-	180,843	180,843
Utilities	23,592	-	90,860	114,452
Equipment	59,330	-	13,724	73,054
Total Expenditures	<u>3,496,395</u>	<u>359,615</u>	<u>2,195,811</u>	<u>6,051,821</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	256,705	82,227	87,514	426,446
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	1,299,381	-	-	1,299,381
<b>PRIOR YEAR REFUND</b>	( 70,423)	-	-	( 70,423)
<b>INTERFUND TRANSFER IN (OUT)</b>	( 38,471)	( 3,530)	42,001	-
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 1,447,192</u>	<u>\$ 78,697</u>	<u>\$ 129,515</u>	<u>\$ 1,655,404</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**ALL COMMUNITY CORRECTIONS PROGRAM FUNDS**

**COMBINING STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	Ignition Interlock Caseload	Sex Offender Caseload	Total
<b>REVENUE</b>			
State aid	\$ 213,382	\$ 228,460	\$ 441,842
Total Revenue	<u>213,382</u>	<u>228,460</u>	<u>441,842</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	209,550	131,645	341,195
Travel and furnished transportation	3,049	9,796	12,845
Contract services	<u>-</u>	<u>5,575</u>	<u>5,575</u>
Total Expenditures	<u>212,599</u>	<u>147,016</u>	<u>359,615</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	783	81,444	82,227
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>-</u>	<u>( 3,530)</u>	<u>( 3,530)</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 783</u>	<u>\$ 77,914</u>	<u>\$ 78,697</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**ALL DIVERSION PROGRAM FUNDS**

**COMBINING STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	Central Texas Treatment Center	Substance Abuse Caseload	Special Needs Caseload	Total
<b>REVENUE</b>				
State aid	\$ 2,141,131	\$ 28,593	\$ 38,176	\$ 2,207,900
Other	<u>75,425</u>	<u>-</u>	<u>-</u>	<u>75,425</u>
Total Revenue	<u>2,216,556</u>	<u>28,593</u>	<u>38,176</u>	<u>2,283,325</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	1,474,308	58,326	50,444	1,583,078
Travel and furnished transportation	23,181	-	-	23,181
Professional fees	28,120	-	-	28,120
Supplies and operating expenses	276,005	-	-	276,005
Facilities	180,843	-	-	180,843
Utilities	90,860	-	-	90,860
Equipment	<u>13,724</u>	<u>-</u>	<u>-</u>	<u>13,724</u>
Total Expenditures	<u>2,087,041</u>	<u>58,326</u>	<u>50,444</u>	<u>2,195,811</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	129,515	( 29,733)	( 12,268)	87,514
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>-</u>	<u>29,733</u>	<u>12,268</u>	<u>42,001</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 129,515</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 129,515</u>

The accompanying notes are an integral part of these financial statements.



**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**SUPERVISION PROGRAM**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
<b>REVENUE</b>				
State aid	\$ 741,071	\$ 741,071	\$ -	\$ 643,253
SAFPF payments	-	11,910	11,910	8,991
Community supervision fees	2,245,000	2,499,895	254,895	2,297,530
Payments by program participants	280,200	346,209	66,009	306,759
Interest income	70,000	65,015	( 4,985)	99,272
Other	89,000	89,000	-	95,002
Total Revenue	<u>3,425,271</u>	<u>3,753,100</u>	<u>327,829</u>	<u>3,450,807</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	2,947,230	2,916,481	30,749	2,583,951
Travel and furnished transportation	80,000	62,844	17,156	53,531
Contract services	235,000	190,772	44,228	86,198
Professional fees	182,058	125,999	56,059	158,438
Supplies and operating expenses	879,113	117,377	761,736	203,993
Utilities	33,000	23,592	9,408	26,395
Equipment	62,000	59,330	2,670	79,337
Total Expenditures	<u>4,418,401</u>	<u>3,496,395</u>	<u>922,006</u>	<u>3,191,843</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	( 993,130)	256,705	1,249,835	258,964
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	1,299,381	1,299,381	-	1,073,138
<b>PRIOR YEAR REFUND</b>	( 70,423)	( 70,423)	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	( 235,828)	( 38,471)	197,357	( 32,721)
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ 1,447,192</u>	<u>\$ 1,447,192</u>	<u>\$ 1,299,381</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**COMMUNITY CORRECTIONS PROGRAM  
IGNITION INTERLOCK CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
<b>REVENUE</b>				
State aid	\$ 213,985	\$ 213,382	\$ ( 603)	\$ 151,650
Total Revenue	<u>213,985</u>	<u>213,382</u>	<u>( 603)</u>	<u>151,650</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	209,557	209,550	7	152,900
Travel and furnished transportation	3,228	3,049	179	-
Professional fees	<u>1,200</u>	<u>-</u>	<u>1,200</u>	<u>-</u>
Total Expenditures	<u>213,985</u>	<u>212,599</u>	<u>1,386</u>	<u>152,900</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	-	783	783	( 1,250)
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,250</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ 783</u>	<u>\$ 783</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**COMMUNITY CORRECTIONS PROGRAM  
SEX OFFENDER CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
<b>REVENUE</b>				
State aid	\$ 201,186	\$ 228,460	\$ 27,274	\$ 231,154
Other	-	-	-	6,048
Total Revenue	<u>201,186</u>	<u>228,460</u>	<u>27,274</u>	<u>237,202</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	164,361	131,645	32,716	145,344
Travel and furnished transportation	18,071	9,796	8,275	9,838
Contract services	14,000	5,575	8,425	28,813
Professional fees	900	-	900	-
Supplies and operating	154	-	154	-
Total Expenditures	<u>197,486</u>	<u>147,016</u>	<u>50,470</u>	<u>183,995</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	3,700	81,444	77,744	53,207
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-	76,239
<b>INTERFUND TRANSFER IN (OUT)</b>	( 3,700)	( 3,530)	170	( 80,525)
<b>FUND BALANCE BEFORE REFUND TO CJAD</b>	-	77,914	77,914	48,921
<b>REFUND DUE TO CJAD</b>	-	-	-	( 48,921)
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ 77,914</u>	<u>\$ 77,914</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION PROGRAM  
CENTRAL TEXAS TREATMENT CENTER**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
<b>REVENUE</b>				
State aid	\$ 1,941,131	\$ 2,141,131	\$ 200,000	\$ 2,010,131
Other	<u>62,450</u>	<u>75,425</u>	<u>12,975</u>	<u>78,415</u>
Total Revenue	<u>2,003,581</u>	<u>2,216,556</u>	<u>212,975</u>	<u>2,088,546</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	1,570,784	1,474,308	96,476	1,448,898
Travel and furnished transportation	32,500	23,181	9,319	39,438
Professional fees	33,500	28,120	5,380	32,898
Supplies and operating expenses	277,131	276,005	1,126	303,942
Facilities	182,000	180,843	1,157	184,635
Utilities	90,860	90,860	-	85,460
Equipment	<u>14,163</u>	<u>13,724</u>	<u>439</u>	<u>71,000</u>
Total Expenditures	<u>2,200,938</u>	<u>2,087,041</u>	<u>113,897</u>	<u>2,166,271</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	( 197,357)	129,515	326,872	( 77,725)
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>197,357</u>	<u>-</u>	<u>( 197,357)</u>	<u>77,725</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ 129,515</u>	<u>\$ 129,515</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES  
AND CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION PROGRAM  
SUBSTANCE ABUSE CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
<b>REVENUE</b>				
State aid	\$ 28,593	\$ 28,593	\$ -	\$ 28,797
Total Revenue	<u>28,593</u>	<u>28,593</u>	<u>-</u>	<u>28,797</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	<u>58,408</u>	<u>58,326</u>	<u>82</u>	<u>55,123</u>
Total Expenditures	<u>58,408</u>	<u>58,326</u>	<u>82</u>	<u>55,123</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	( 29,815)	( 29,733)	82	( 26,326)
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>29,815</u>	<u>29,733</u>	<u>( 82)</u>	<u>26,326</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**INDIVIDUAL STATEMENT OF REVENUE, EXPENDITURES AND  
CHANGES IN FUND BALANCE - BUDGET, ACTUAL AND PRIOR YEAR**

**DIVERSION PROGRAM  
SPECIAL NEEDS CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Budget</u>	<u>Actual</u>	<u>Variance Favorable (Unfavorable)</u>	<u>Prior Year Actual</u>
<b>REVENUE</b>				
State aid	\$ 38,176	\$ 38,176	\$ -	\$ 38,472
Total Revenue	<u>38,176</u>	<u>38,176</u>	<u>-</u>	<u>38,472</u>
<b>EXPENDITURES</b>				
Salaries and fringe benefits	<u>50,532</u>	<u>50,444</u>	<u>88</u>	<u>47,667</u>
Total Expenditures	<u>50,532</u>	<u>50,444</u>	<u>88</u>	<u>47,667</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	( 12,356)	( 12,268)	88	( 9,195)
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>12,356</u>	<u>12,268</u>	<u>( 88)</u>	<u>9,195</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

The accompanying notes are an integral part of these financial statements.

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**NOTES TO FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED AUGUST 31, 2008**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**Reporting Entity**

The accompanying financial statements include the revenue of the Williamson County Community Supervision and Corrections Department related to the receipt of funds administered by the Community Justice Assistance Division from State appropriations for Diversion Grants, Community Corrections Program Funds, the Basic Supervision Fund, local fees collected for the use of the CSCD, and the expenditure of those funds.

**Basis of Accounting**

The accounts of the Williamson County Community Supervision and Corrections Department are maintained on the modified accrual basis of accounting in accordance with CJAD financial reporting requirements. Under that method, revenue is recognized when it becomes both measurable and available, and expenditures are recognized in the accounting period in which the fund liability is incurred.

**2. FUNDING SOURCES – STATE AID**

**Basic Supervision**

This state funding is a per capita allocation based on statistics from the previous full calendar year. The per capita formula includes felony and misdemeanor direct cases as well as felony pretrial cases and is calculated by first allocating misdemeanor funding based on the number of misdemeanor placements of the previous calendar year times \$.70 per day for 182 days. Then, the felony allocation is based on the proportion of the state's felons under direct community supervision and the pretrial supervision for the previous calendar year times funds remaining. Basic Supervision is distributed only to CSCDs.

Government Code 501.011 authorizes TDCJ-CJAD to withhold Basic Supervision funds from CSCDs that have over six months of operating funds in their fund balance at the end of a biennium. TDCJ-CJAD may adopt policies permitting a CSCD to maintain reserves in amounts greater than otherwise permitted to cover certain costs. TDCJ-CJAD may distribute these unallocated funds to other CSCDs.

(continued)

2. **FUNDING SOURCES – STATE AID (Continued)**

**Community Corrections Program Funds**

This state funding is allocation-based. The funding is based on two equally assigned factors: the percentage of the state's population residing in the counties served by the Department and the percentage of all felony defendants in the state under direct community supervision by the Department. CSCDs are the only entities eligible for Community Corrections Program funds.

**Diversion Program Grant**

The Williamson County Community Supervision and Corrections Department makes an annual application for grant funds from the Community Justice Assistance Division. As a part of the application process, the Department enters into a contract with the Community Justice Assistance Division. The contract places specific restrictions on the use of grant funds and requires, among other things, an annual audit of contract revenue and expenditures.

3. **INTERFUND RECEIVABLES AND PAYABLES**

At August 31, 2008, the interfund receivables and payables are as follows:

<u>Fund</u>	<u>Receivable</u>	<u>Payable</u>
Basic Supervision	\$ 64,270	\$ -
Diversion Program	<u>-</u>	<u>64,270</u>
Total	<u>\$ 64,270</u>	<u>\$ 64,270</u>



**SUPPLEMENTARY SCHEDULES**

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN  
AUDIT REPORT AND CSCD REPORTS**

**SUPERVISION PROGRAM**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
<b>REVENUE</b>			
State aid	\$ 741,071	\$ 741,071	\$ -
SAFPF payments	11,910	11,910	-
Community supervision fees	2,499,895	2,499,895	-
Payments made by program participants	346,209	346,209	-
Interest income	65,015	65,015	-
Other	89,000	89,000	-
Total Revenue	<u>3,753,100</u>	<u>3,753,100</u>	<u>-</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	2,916,481	2,916,481	-
Travel and furnished transportation	62,844	62,844	-
Contract services	190,772	190,772	-
Professional fees	125,999	125,999	-
Supplies and operating expenses	117,377	117,377	-
Utilities	23,592	23,592	-
Equipment	59,330	59,330	-
Total Expenditures	<u>3,496,395</u>	<u>3,496,395</u>	<u>-</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	256,705	256,705	-
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	1,299,381	1,299,381	-
<b>PRIOR YEAR REFUND</b>	( 70,423)	( 70,423)	-
<b>INTERFUND TRANSFER IN (OUT)</b>	( 38,471)	( 38,471)	-
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 1,447,192</u>	<u>\$ 1,447,192</u>	<u>\$ -</u>

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN  
AUDIT REPORT AND CSCD REPORTS**

**COMMUNITY CORRECTIONS PROGRAM  
IGNITION INTERLOCK CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
<b>REVENUE</b>			
State aid	\$ 213,382	\$ 213,382	\$ -
Total Revenue	<u>213,382</u>	<u>213,382</u>	<u>-</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	209,550	209,550	-
Travel and furnished transportation	<u>3,049</u>	<u>3,049</u>	<u>-</u>
Total Expenditures	<u>212,599</u>	<u>212,599</u>	<u>-</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	783	783	-
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 783</u>	<u>\$ 783</u>	<u>\$ -</u>

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN  
AUDIT REPORT AND CSCD REPORTS**

**COMMUNITY CORRECTIONS PROGRAM  
SEX OFFENDER CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
<b>REVENUE</b>			
State aid	\$ 228,460	\$ 228,460	\$ -
Total Revenue	<u>228,460</u>	<u>228,460</u>	<u>-</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	131,645	131,645	-
Travel and furnished transportation	9,796	9,796	-
Contract services	<u>5,575</u>	<u>5,575</u>	<u>-</u>
Total Expenditures	<u>147,016</u>	<u>147,016</u>	<u>-</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	81,444	81,444	-
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>( 3,530)</u>	<u>( 3,530)</u>	<u>-</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 77,914</u>	<u>\$ 77,914</u>	<u>\$ -</u>

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN  
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION PROGRAM  
CENTRAL TEXAS TREATMENT CENTER**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
<b>REVENUE</b>			
State aid	\$ 2,141,131	\$ 2,141,131	\$ -
Other	<u>75,425</u>	<u>75,425</u>	<u>-</u>
Total Revenue	<u>2,216,556</u>	<u>2,216,556</u>	<u>-</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	1,474,308	1,474,308	-
Travel and furnished transportation	23,181	23,181	-
Professional fees	28,120	28,120	-
Supplies and operating expenses	276,005	276,005	-
Facilities	180,843	180,843	-
Utilities	90,860	90,860	-
Equipment	<u>13,724</u>	<u>13,724</u>	<u>-</u>
Total Expenditures	<u>2,087,041</u>	<u>2,087,041</u>	<u>-</u>
<b>EXCESS OF REVENUE OVER (UNDER)</b>			
EXPENDITURES	129,515	129,515	-
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	<u>-</u>	<u>-</u>	<u>-</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ 129,515</u>	<u>\$ 129,515</u>	<u>\$ -</u>

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN  
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION PROGRAM  
SUBSTANCE ABUSE CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
<b>REVENUE</b>			
State aid	\$ 28,593	\$ 28,593	\$ -
Total Revenue	<u>28,593</u>	<u>28,593</u>	<u>-</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	<u>58,326</u>	<u>58,326</u>	<u>-</u>
Total Expenditures	<u>58,326</u>	<u>58,326</u>	<u>-</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	( 29,733)	( 29,733)	-
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>29,733</u>	<u>29,733</u>	<u>-</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF DIFFERENCES BETWEEN  
AUDIT REPORT AND CSCD REPORTS**

**DIVERSION PROGRAM  
SPECIAL NEEDS CASELOAD**

**FOR THE YEAR ENDED AUGUST 31, 2008**

	<u>Audit</u>	<u>Per CSCD Report</u>	<u>Difference</u>
<b>REVENUE</b>			
State aid	\$ 38,176	\$ 38,176	\$ -
Total Revenue	<u>38,176</u>	<u>38,176</u>	<u>-</u>
<b>EXPENDITURES</b>			
Salaries and fringe benefits	<u>50,444</u>	<u>50,444</u>	<u>-</u>
Total Expenditures	<u>50,444</u>	<u>50,444</u>	<u>-</u>
<b>EXCESS OF REVENUE OVER (UNDER) EXPENDITURES</b>	( 12,268)	( 12,268)	-
<b>FUND BALANCE, SEPTEMBER 1, 2007</b>	-	-	-
<b>INTERFUND TRANSFER IN (OUT)</b>	<u>12,268</u>	<u>12,268</u>	<u>-</u>
<b>FUND BALANCE, AUGUST 31, 2008</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

## **COMPLIANCE SECTION**





PATTILLO, BROWN & HILL, L.L.P.  
CERTIFIED PUBLIC ACCOUNTANTS ■ BUSINESS CONSULTANTS

**REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND  
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF  
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH  
GOVERNMENT AUDITING STANDARDS**

Williamson County Community  
Supervision and Corrections Department  
Williamson County, Texas  
Georgetown, Texas

We have audited the financial statements of the Williamson County Community Supervision and Corrections Department, as of and for the year ended August 31, 2008, and have issued our report thereon dated January 28, 2009. We conducted our audit in accordance with generally accepted auditing standards and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

**Internal Control Over Financial Reporting**

In planning and performing our audit, we considered Williamson County Community Supervision and Corrections Department's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Department's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Department's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Department's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Department's financial statements that is more than inconsequential will not be prevented or detected by the entity's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the entity's internal control.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether Williamson County Community Supervision and Corrections Department's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. Compliance with laws, regulations, contracts, and grants is the responsibility of the management of the Department. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information of management, and others within the organization, Williamson County Community Supervision and Corrections Department and the Texas Department of Criminal Justice, and is not intended to be and should not be used by anyone other than these specified parties.

*Fattullo, Brown & Hill, LLP*

January 28, 2009

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS**

**FOR THE YEAR ENDED AUGUST 31, 2008**

**Findings and Questioned Costs**

None

**WILLIAMSON COUNTY COMMUNITY SUPERVISION  
AND CORRECTIONS DEPARTMENT**

**FISCAL YEAR 2008 TDCJ-CJAD COMPLIANCE CHECKLIST**

**FOR THE YEAR ENDED AUGUST 31, 2008**

Indicate whether the following compliance requirements have been met by answering "Yes," "No," or "N/A" (Not Applicable):

- Yes Separate accountability is to be maintained for TDCJ-CJAD funds.
- Yes Revenues and expenditures reported to TDCJ-CJAD are in agreement with, or reconcilable to, the funding recipient's accounting records and with audited expenditures in each budget category.
- Yes TDCJ-CJAD funds and locally generated revenue are expended in accordance with The Financial Management Manual for TDCJ-CJAD Funding, TDCJ-CJAD Funding and Fiscal Management Updates, TDCJ-CJAD Standards, TDCJ-CJAD Field Correspondence, TDCJ-CJAD Policy Statements, Standard and Special Grant Conditions, and applicable laws.
- Yes Proper cut-off procedures are to be observed at the end of each fiscal period. The cut-off date for revenue recognition and expenditure payments of FY 2008 is October 31, 2008. The modified accrual basis of accounting is used in preparing the fourth quarterly reports for submission to TDCJ-CJAD.
- N/A If the CSCD serves both juveniles and adults, expenditures that benefit both juveniles and adults are prorated on an equitable basis. Determination of the method of prorating such expenditures is supported by adequate documentation.
- Yes TDCJ-CJAD funds are not used to pay judges' salaries, community justice council members' salaries, or other court-related expenses.
- Yes Expenditures and revenue are supported by adequate documentation.
- Yes If the CSCD determines that an increase or decrease in revenue or expenditures is required, budget adjustments are submitted to TDCJ-CJAD in accordance with fiscal guidelines.
- Yes Idle funds are invested according to Vernon's Texas Codes Annotated Local Government Code Section 140.003(f).
- Yes All employees with access to funds are covered by a surety bond.
- Yes Locally generated funds and other collections are documented with a proper receipt system.

- Yes All non-CJAD funded programs are expended in accordance with applicable limitations.
- Yes All equipment is physically inventoried and adequately supported with an inventory form. Surplus equipment is disposed of in accordance with TDCJ-CJAD guidelines.
- Yes Restitution funds are accounted for in accordance with Vernon's Texas Codes Annotated Government Code Section 76.013.
- Yes TDCJ-CJAD policies regarding contracts with vendors have been followed.
- Yes All leases have received TDCJ-CJAD approval prior to the expenditures of funds.
- Yes All purchases adhere to the requirements of the Vernon's Texas Codes Annotated Local Government Code, Section 262.023 regarding competitive bids.
- Yes The CSCD has a policy in place to monitor vendor contract compliance and operates by the policy.
- Yes The CSCD has an existing policy on budget approval and operates by that policy.
- Yes The CSCD has a policy regarding eligibility for salary merit increases.