

Financial Review as of Year Ended  
September 30, 2019

**Findings**

In any entity, a good separation of duties is desirable. In as much as the City of Coupland's size limits the feasibility of accomplishing this to any great extent, it is felt that these "short comings" are mitigated by the following:

- Financial reports are reviewed monthly by the entire City Council;
- All checks require two signatures;
- The Mayor has well dictated dollar limits to his ability to issue checks, or to commit the City to any liability over a set amount without the Council's approval.

Bank statements were compared to the Net Worth printout. No exceptions were noted.

A sample of invoices was checked to determine correct categorization of expenses; a sample of an advice from Williamson County was checked against the appropriate income account. No exceptions were noted.

I found no reason to question the accuracy of financial reports as finalized by the city.



Sarah Torluemke  
Alderwoman

**Review of Financial Records  
For The City of Coupland  
Year Ending September 30, 2019**

The purpose of this review was to look at and determine that financial record keeping was adequate to insure that financial reports were accurate.

Scope

A copy of the General Ledger trial balance was used to determine account balances were accurately reported on financial reports.

A sampling of income notifications from various agencies were traced to appropriate accounts.

Larger expenses were substantiated by checking relevant source documents.

Bank statement balances were checked against reported financial report balances.

Liabilities were substantiated by checking billing and tracing the expenses to appropriate account(s).