



STARR COUNTY, TEXAS
OFFICE OF THE COUNTY AUDITOR

LETICIA P. ALANIZ, COUNTY AUDITOR

Memorandum

To: County Officials, Department Heads, & Staff

From: Leticia P. Alaniz, County Auditor

Date: 09/28/2023

RE: Capital Asset Guide

In response to the FY 2022 county audit finding for controls over compliance with financial reporting, I have attached a guide that should be utilized starting October 1, 2023, for the new fiscal year (2024). The county's chart of accounts will be slightly restructured to reflect the appropriate coding for capital assets. Asset expenditures over a particular threshold and estimated useful life expectancy should be coded accordingly depending on their particular classification.

It is my recommendation that all purchase orders provide a descriptive outline of items acquired; expenditure account codes should be verified against expenditure reports; payment remittance addresses and total amounts requested should correspond to the vendor invoice.

Should you have questions or concerns, please feel free to contact our office.

Sincerely,

Leticia P. Alaniz
Starr County Auditor