



Staci A. Henshaw, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

August 7, 2023

Susan J. Wray
Treasurer

Margaret S. Torrence
Commissioner of the Revenue

W. Q. Overton, Jr.
Sheriff

Locality: County of Franklin

We have reviewed the Commonwealth collections and remittances of the Treasurer, Commissioner of the Revenue, and Sheriff of the locality indicated for the year ended June 30, 2023. Our primary objectives were to determine that the officials have maintained accountability over Commonwealth collections, established internal controls, and complied with state laws and regulations. We limited our work to the collection of Commonwealth revenues. Local governments hire certified public accountants to audit all other financial activities of the locality and these firms issue separate reports on the results of their audits.

The results of our tests found the Treasurer, Commissioner of the Revenue, and Sheriff complied, in all material respects, with state laws, regulations and other procedures relating to the receipt, disbursement, and custody of state funds, except as follows.

The Treasurer did not maintain sufficient internal control over state funds or comply with state laws and regulations as described below.

Perform Monthly Reconciliations

Repeat: No

The Treasurer did not reconcile the locality's internal financial system reports to the Commonwealth's accounting and financial reporting system for the months of May and June 2023. Proper monthly reconciliations are a significant internal control and are essential for determining the reliability of information.

Susan J. Wray, Treasurer
Margaret S. Torrence, Commissioner of the Revenue
W. Q. Overton, Jr., Sheriff
August 7, 2023
Page Two

The Treasurer should reconcile assessments, collections, and uncollected balances per the locality's financial system to the Commonwealth's reports monthly as required by § 58.1-3168 of the Code of Virginia and submit correction requests timely. Proper procedures will ensure complete and accurate recording of tax assessments and collections.

The Sheriff did not maintain sufficient internal control over state funds as described below.

Retain Voided Receipts

Repeat: No

The Sheriff did not retain all copies of the one receipt that was voided during the audit period. Sheriffs should closely monitor and control voided transactions as they pose an increased risk for fraudulent activity. The Sheriff should retain all copies of voided receipts as required by The Virginia Sheriff's Accounting Manual.

We discussed these findings with the Treasurer on August 4, 2023, and with the Sheriff on August 7, 2023, and we acknowledge the cooperation extended to us during this review.

Sincerely,

Staci A. Henshaw
Auditor of Public Accounts

LJH: clj

cc: Tim Tatum, Board Chair
Christopher Whitlow, County Administrator
Corbin C. Stone, Managing Director
Robinson, Farmer, Cox Associates