



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

April 29, 2016

The Honorable Ricardo Rigual
Chief Judge
County of Spotsylvania General District Court
P.O. Box 339
Spotsylvania, VA 22553-0339

Audit Period: July 1, 2014 through June 30, 2015
Court System: County of Spotsylvania
Judicial District: Fifteenth

We are performing a statewide audit of the General District Courts. During our review of this court, we conducted certain audit procedures, as we deemed appropriate.

Management of this court is an important part of the court's accountability, since you are responsible for establishing and maintaining internal controls and complying with applicable laws and regulations. During our review, we noted certain matters that required management's attention and corrective action. These matters included:

Properly Assess Court Costs

The Clerk and her staff did not properly assess court costs resulting in defendants being overcharged in 177 cases. The Clerk overcharged defendants by \$5 each when assessing applicable fees related to DUI cases with Ignition Interlock devices ordered, resulting in erroneous assessments totaling \$905.

The Clerk should ensure staff are trained to assess court costs in accordance with the Code of Virginia. Further, the Clerk should work with OES to identify all unpaid DUI/Ignition Interlock cases for correction.

We acknowledge the cooperation extended to us by the Court during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

MSM: clj

cc: Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia