
COUNTY OF CULPEPER, VIRGINIA
REPORT ON COUNTY TREASURER'S TURNOVER AUDIT
AT DECEMBER 31, 2019

County of Culpeper, Virginia
Report on County Treasurer's Turnover Audit
At December 31, 2019

Table of Contents

	<u>Page</u>
Independent Accountants' Report	1
Financial Statement	
Exhibit A Schedule of Treasurer's Assets and Liabilities	2
Notes to Financial Statement	3
Supplemental Statements	
Turnover Receipt of Cash and Cash Items on Hand from Outgoing Treasurer to Incoming Treasurer	4
Turnover Receipt of Cash on Deposit from Outgoing Treasurer to Incoming Treasurer	5
Turnover Receipt of Cash Equivalents and Investments from Outgoing Treasurer to Incoming Treasurer	6
Turnover Receipt of Uncollected Real Estate Taxes from Outgoing Treasurer to Incoming Treasurer	7
Turnover Receipt of Uncollected Personal Property Taxes from Outgoing Treasurer to Incoming Treasurer	8
Turnover Receipt of Uncollected Roll Back Taxes from Outgoing Treasurer to Incoming Treasurer	9
Turnover Receipt of Unsold Dog License Tags from Outgoing Treasurer to Incoming Treasurer	10
Turnover Receipt of Unremitted Commonwealth Collections from Outgoing Treasurer to Incoming Treasurer	11
Turnover Receipt of Uncollected State Taxes from Outgoing Treasurer to Incoming Treasurer	12



ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

Independent Accountants' Report

**To the Board of Supervisors
County of Culpeper, Virginia**

We have examined the accompanying Schedule of the Treasurer's Assets and Liabilities of David Dejarnette, Treasurer of the County of Culpeper, Virginia, at December 31, 2019. We have also examined the accompanying Treasurer's Turnover Receipts of Assets. The County's treasurer is responsible for the schedule and receipts in accordance with the criteria set forth in §58.1-3136 of the Code of Virginia. Our responsibility is to express an opinion on the Schedule of the Treasurer's Assets and Liabilities and the Treasurer's Turnover Receipts of Assets based on our examination. We did not examine the Turnover Receipt of Unremitted Commonwealth Collections from Outgoing Treasurer to Incoming Treasurer or the Turnover Receipt of Uncollected State Taxes from Outgoing Treasurer to Incoming Treasurer. These schedules were examined by other accountants whose report has been furnished to us, and our opinion, insofar as it relates to the amounts shown on these schedules, is based solely on the report of the other accountants.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the *Specifications for Audits of Counties, Cities, and Towns* issued by the Auditor of Public Accounts. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the Schedule of Treasurer's Assets and Liabilities and Turnover Receipts of Assets is in accordance with the criteria, in all material respects. An examination involves performing procedures to obtain evidence about the treasurer's schedule and turnover receipts of assets. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material misstatement of the treasurer's schedule and turnover receipts of assets, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

Section 58.1-3136 of the Code of Virginia requires a turnover audit whenever a treasurer leaves office. The accompanying treasurer's schedule of turnover receipts of assets were prepared to turn over the assets reported on the schedules to Missy White, who was elected treasurer effective January 1, 2020.

In our opinion, based on our examination and the report of other auditors, the schedules referred to above present, in all material respects, the assets of David Dejarnette, Treasurer of the County of Culpeper, Virginia turned over to the incoming treasurer at December 31, 2019 in accordance with the criteria set forth in Section 58.1-3136 of the Code of Virginia.

This report is intended solely for the information and use of the Board of Supervisors, management and the Auditor of Public Accounts and is not intended to be and should not be used by anyone other than these specified parties. However, this report is a matter of public record and its distribution is not limited.

Robinson, Farmer, Cox Associates

Charlottesville, Virginia

July 1, 2020

Financial Statement

COUNTY OF CULPEPER, VIRGINIA

Schedule of Treasurer's Assets and Liabilities
At December 31, 2019

Assets held by the Treasurer:

Cash on hand	\$ 2,003.75
Cash in banks:	
Wells Fargo Bank	66,113,518.91
Atlantic Union Bank	401,863.59
BB&T Bank	129,339.96
Cash equivalents and investments:	
Local Government Investment Pool	9,803,683.56
Virginia Investment Pool	2,099,456.91
Virginia State Non-Arbitrage Program (SNAP)	16,149,134.57
Total assets	<u>\$ 94,699,001.25</u>

Liabilities of the Treasurer:

Balance of County Funds	<u>\$ 94,699,001.25</u>
-------------------------	-------------------------

The accompanying notes are an integral part of this schedule.

COUNTY OF CULPEPER, VIRGINIA

Notes to Financial Statement
At December 31, 2019

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Section 58.1-3136 of the Code of Virginia requires a turnover audit whenever a treasurer leaves office. The purpose of the turnover audit is to determine the outgoing treasurer's accountability and to turn over the assets to the incoming treasurer. The accompanying schedules and turnover statements were prepared to demonstrate the outgoing treasurer's accountability and to turn over the assets to the incoming treasurer. Accordingly, the schedules are not intended to present the financial position or results of operations in accordance with generally accepted accounting principles.

A. Schedule of Treasurer's Assets and Liabilities

The Schedule of Treasurer's Assets and Liabilities represents a summary of cash, other assets, and liability balances held by the treasurer at the turnover date.

B. Turnover Receipt of Assets

The Turnover Receipts of Assets directly following these notes represent the detailed accounting of assets turned over to the incoming treasurer. The incoming treasurer's signature on these receipts represents her assumption of the legal liability for the custody of such assets.

NOTE 2 - DISCHARGE FROM LIABILITY:

In accordance with Section 58.1-3145 of the Code of Virginia, the outgoing treasurer is required to file certificates with the Circuit Court showing the final settlement of her account as treasurer to secure final discharge from liability.

Supplemental Statements

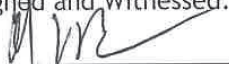
COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF CASH AND CASH ITEMS ON HAND
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

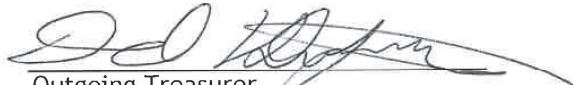
We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

Cash on hand:	
Currency	\$ 1,847.00
Coin	<u>156.75</u>
Total	\$ <u>2,003.75</u>

Signed and Witnessed:



Witness
Robinson, Farmer, Cox Associates



Outgoing Treasurer
County of Culpeper



Incoming Treasurer
County of Culpeper

**COUNTY OF CULPEPER, VIRGINIA
 TURNOVER RECEIPT OF CASH ON DEPOSIT
 FROM OUTGOING TREASURER TO INCOMING TREASURER
 At December 31, 2019**

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

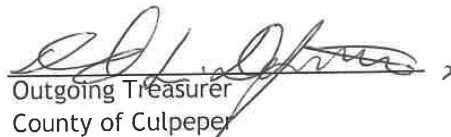
Balances on deposit in banks at close of business December 31, 2019, and outstanding checks drawn there against are as follows:

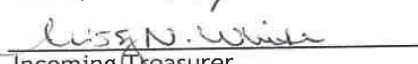
	<u>Balance Per Bank</u>	<u>Net Adjustments</u>	<u>Balance Per Ledger</u>
Wells Fargo:			
Checking	\$ 12,117,932.00	\$ (2,997,415.15)	\$ 9,120,516.85
Sweep account	48,904,279.58	-	48,904,279.58
Food service checking	2,708,595.56	(19,445.99)	2,689,149.57
Lockbox checking	1,279,683.32	-	1,279,683.32
Water and Sewer Authority checking	830,145.76	-	830,145.76
County flex spending checking	132,429.26	-	132,429.26
School flex spending checking	581,750.76	-	581,750.76
Dental plan checking	287,219.13	15,463.66	302,682.79
Health plan checking	1,974,118.05	298,762.97	2,272,881.02
Total	<u>\$ 68,816,153.42</u>	<u>\$ (2,702,634.51)</u>	<u>\$ 66,113,518.91</u>
Atlantic Union Bank:			
Certificates of deposit	\$ 401,863.59	\$ -	\$ 401,863.59
BB&T Bank:			
Certificates of deposit	\$ 129,339.96	\$ -	\$ 129,339.96
Grand total	<u>\$ 69,347,356.97</u>	<u>\$ (2,702,634.51)</u>	<u>\$ 66,644,722.46</u>

Signed and Witnessed:

Witness

Robinson, Farmer, Cox Associates


 Outgoing Treasurer
 County of Culpeper


 Incoming Treasurer
 County of Culpeper

COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF CASH EQUIVALENTS AND INVESTMENTS
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

Cash Equivalents and Investments:

Local Government Investment Pool:

Extended maturity	\$ 5,117,877.70
General fund	4,685,805.86
Total	<u>\$ 9,803,683.56</u>

Virginia Investment Pool:

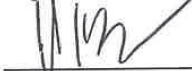
Bond fund	<u>\$ 2,099,456.91</u>
-----------	------------------------

Virginia State Non-Arbitrage Program (SNAP):

2019 principal	\$ 15,979,505.18
2019 interest	169,629.39
Total	<u>\$ 16,149,134.57</u>

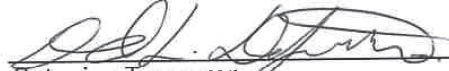
Grand Total	<u><u>\$ 28,052,275.04</u></u>
-------------	--------------------------------

Signed and Witnessed:



Witness

Robinson, Farmer, Cox Associates



Outgoing Treasurer
County of Culpeper



Incoming Treasurer
County of Culpeper

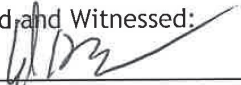
COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED REAL ESTATE TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

<u>Year</u>	<u>Base Tax</u>
2019	\$ 1,025,917.23
2018	278,591.74
2017	127,515.86
Prior	<u>84,736.39</u>
Total	\$ <u><u>1,516,761.22</u></u>

Signed and Witnessed:



Witness
Robinson, Farmer, Cox Associates



Outgoing Treasurer
County of Culpeper



Incoming Treasurer
County of Culpeper

COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED PERSONAL PROPERTY TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

<u>Year</u>	<u>Base Tax</u>
2019	\$ 4,582,778.38
2018	796,888.71
2017	393,874.60
2016	275,300.67
2015	226,722.14
2014	232,961.41
Total	\$ <u>6,508,525.91</u>

Signed and Witnessed:

Witness
Robinson, Farmer, Cox Associates

Outgoing Treasurer
County of Culpeper

Incoming Treasurer
County of Culpeper

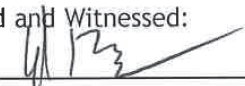
COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED ROLL BACK TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

<u>Year</u>	<u>Base Tax</u>
2019	\$ <u>9,634.01</u>
Total	\$ <u><u>9,634.01</u></u>

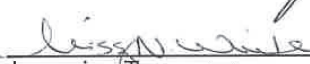
Signed and Witnessed:



Witness
Robinson, Farmer, Cox Associates



Outgoing Treasurer
County of Culpeper



Incoming Treasurer
County of Culpeper

COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF UNSOLD DOG LICENSE TAGS
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David Dejarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

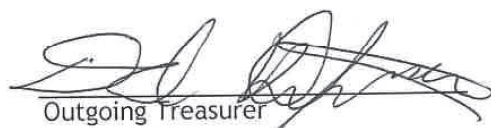
Class of Tag	Tag Numbers		Quantity on Hand
	Beginning Number	Ending Number	
Kennel	3	110	108
Permanent	6,005	10,000	3,996
Permanent - Animal Services	4,821	4,900	80

Signed and Witnessed:

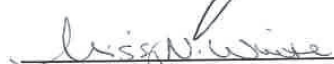


Witness

Robinson, Farmer, Cox Associates



Outgoing Treasurer
County of Culpeper



Incoming Treasurer
County of Culpeper

COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF UNREMITTED COMMONWEALTH COLLECTIONS
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

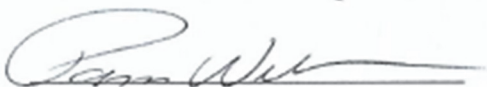
Received of David L. DeJarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

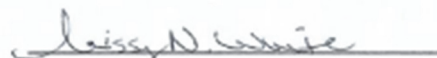
We, having separately checked this receipt, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

<u>Commonwealth Current Credit Account</u>	<u>Balance</u>
Estimated State Income Taxes	2,000.00
State Income Taxes	0.00
Penalty	0.00
Interest	0.00
Share of fees of sheriff and deputies	510.55
Tobacco Stamps	459,000.00
Total Commonwealth Current Credit Account	\$

461,510.55

Signed and Witnessed:


Witness (Auditor)


Incoming Treasurer


Outgoing Treasurer

As of December 31, 2019

2

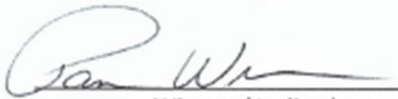
COUNTY OF CULPEPER, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED STATE TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2019

Received of David L. DeJarnette, Outgoing Treasurer of the County of Culpeper, Virginia, by Missy White, Incoming Treasurer of the County of Culpeper, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2019.

We, having separately checked this receipt, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

<u>Year</u>	<u>Base Tax</u>
2018 State Income Taxes	11,697.23
Total (Exclusive of penalty on past due items)	\$ <u>11,697.23</u>

Signed and Witnessed:


Witness (Auditor)


Incoming Treasurer


Outgoing Treasurer

As of December 31, 2019

3