



ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

Date: December 20, 2024

Memorandum to: Cameron Burton, County Administrator
Teresa Tolbert, Finance Officer

From: Robinson, Farmer, Cox Associates

Regarding: Audit Recommendations

In planning and performing our audit of the financial statements of the County of Bland, Virginia for the year ended June 30, 2024, we considered the County's internal structure to plan our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure.

However, during our audit, we noted certain matters involving internal control structure and other operational matters that are presented for your consideration. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control structure or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience.

Service Authority:

Water rates for out-of-town customers

Our test of water and sewer rates disclosed that the water rate for out-of-town customers was entered incorrectly when the rates were updated. Customers were charged the incorrect amount for 8 months. It is a good idea to have a second reviewer when rates are updated. A second reviewer may have seen the error which would have allowed the rates to be corrected timelier.

Department of Social Services (DSS):

Refunds and recoveries:

Our analysis of State reimbursements for DSS expenditures disclosed that refunds and recoveries are not being netted when received by the agency. For example, if the agency receives a refund for childcare (or any other program) that was previously included in reports to the State, that amount must be subtracted from the current month expenditures. Our analysis showed a refund of \$38,192 for the childcare program was not netted from the April Laser reporting.

Our analysis of State reimbursements for Children Services Act (CSA) expenditures disclosed that refunds and recoveries are not being netted when received by the agency. For example, if the agency receives a payment from the Social Security Administration for a child participating in the CSA program, that amount must be subtracted from the current month expenditures. This process prevents the County from getting paid for the same service twice. The child that we tested was corrected in June of 2024.

BLACKSBURG OFFICE:

108 South Park Drive
Blacksburg, Virginia 24060
(540) 552-7322

CONTACT:

Gordon B. Jones, CPA
Director
gjones@rfca.com

School Board:

Disbursements:

Our test of disbursements for the School Board disclosed that 3 out of 40 disbursements tested did not have adequate documentation. One payment to NAPA did not include invoices for 11 amounts. The other two payments were for credit card purchases. 15 purchases on these two credit cards statements did not have documentation. It is recommended that all disbursements have supporting documentation.