

ROBINSON, FARMER, COX ASSOCIATES

CERTIFIED PUBLIC ACCOUNTANTS

A PROFESSIONAL LIMITED LIABILITY COMPANY

DATE: October 13, 2017

MEMORANDUM TO: Board of Supervisors
County of Amelia
Amelia, Virginia

FROM: Robinson, Farmer, Cox Associates (RFC)

REGARDING: FY 17 Audit of County of Amelia, Virginia

In planning and performing our audit of the financial statements of the County of Amelia, Virginia for the year ended June 30, 2017, we considered the County's internal control 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 controls of the County.

However, during our audit, we noted certain matters that are opportunities for strengthening internal controls and operating efficiencies. Said matters are not deemed to be material weaknesses or significant deficiencies in internal control. Further, this letter does not affect our report dated October 13, 2017 on the financial statements of the County of Amelia, Virginia.

We have already discussed these comments and recommendations with appropriate members of management and we will review the status of these comments during our next audit engagement.

SCHOOL BOARD OPEB REPORT:

The School Board is required to include OPEB (other postemployment benefits) data in the annual audited financial statements. The data is actuarially determined and has to be updated every 2 years. The last actuarial was performed as of June 30, 2014 and included expected benefit payments through June 30, 2017, but did not include other actuarial data after June 30, 2016. We recommend the School Board begin compiling FY17 data now in order to receive an updated actuarial as of June 30, 2018.

BANK ACCOUNTS AND RECONCILIATIONS:

We have recommendations relative to bank accounts and reconciliations. First, we recommend that all closed bank accounts be removed from the Treasurer's Accountability Fund. The closed balances should be added to the accounts to which they were closed. This would eliminate those accounts from being reconciling items on the bank reconciliations prepared each month. Second, we recommend all interest be posted in the month that it is earned rather than in arrears. This would eliminate interest earned from being a source for reconciling items.

This report is intended solely for the information and use of the County, management, and others within the organization and is not intended to be and should not be used by anyone other than these specified parties.