



# Commonwealth of Virginia

**Walter J. Kucharski, Auditor**

**Auditor of Public Accounts  
P.O. Box 1295  
Richmond, Virginia 23218**

February 19, 2009

The Honorable Lucretia Carrico  
Chief Judge  
City of Petersburg General District Court  
35 East Tabb Street  
Petersburg, VA 23803

Mr. Karl R. Hade  
Executive Secretary  
Office of the Executive Secretary  
of the Supreme Court of Virginia

Audit Period: July 1, 2007 through December 31, 2008  
Court System: City of Petersburg  
Judicial District: Eleventh  
Magisterial Region: Third

We have audited the cash receipts and disbursements of the Clerk of the General District Court and the associated magistrates for this locality. Our primary objectives for both the Court and the Magistrates were to test the accuracy of financial transactions recorded on the applicable financial management system; evaluate internal controls; and test its compliance with significant state laws, regulations, and policies.

## Management's Responsibility

Court management has responsibility for establishing and maintaining internal controls and complying with applicable laws and regulations. Internal control is a process designed to provide reasonable, but not absolute, assurance regarding the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. Deficiencies in internal controls could possibly lead to the loss of revenues or assets, or otherwise compromise fiscal accountability.

## Financial Matters

We noted no instances of improper recording and reporting of financial transactions in the Court's financial management system.

## Internal Controls

We noted no matters involving internal control and its operation necessary to bring to management's attention.

### Compliance

The results of our tests of compliance with applicable laws and regulations disclosed no instances of noncompliance that are required to be reported.

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

AUDITOR OF PUBLIC ACCOUNTS

WJK:kmk

cc: The Honorable Rodney Chapman, Judge  
Joyce A. Street, Clerk  
William Oakes, Regional Magistrate Supervisor  
David Tillar, Chief Magistrate  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia