



Martha S. Mavredes, CPA  
Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

December 7, 2020

The Honorable Roxie O. Holder  
Chief Judge  
City of Portsmouth General District Court

Audit Period: July 1, 2019 through June 30, 2020  
Court System: City of Portsmouth  
Judicial District: Third

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 no matters requiring written communication with court management.

We acknowledge the cooperation extended to us by the Clerk and her staff during this engagement.

Martha Mavredes  
AUDITOR OF PUBLIC ACCOUNTS

MSM: rh

cc: The Honorable Douglas B. Ottinger, Judge  
Kelly N. Boyd, Clerk  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia