
COUNTY OF PRINCE GEORGE, VIRGINIA

REPORT ON COUNTY TREASURER'S TURNOVER AUDIT

AT DECEMBER 31, 2017

ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY CERTIFIED PUBLIC ACCOUNTANTS

CHARLOTTESVILLE □ RICHMOND □ FREDERICKSBURG □ STAUNTON □ BLACKSBURG



County of Prince George, Virginia
Report on County Treasurer's Turnover Audit
At December 31, 2017

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ROBINSON, FARMER, COX ASSOCIATES

A PROFESSIONAL LIMITED LIABILITY COMPANY

CERTIFIED PUBLIC ACCOUNTANTS

Independent Accountants' Report

To the Board of Supervisors County of Prince George, Virginia

We have examined the accompanying Schedule of the Treasurer's Assets and Liabilities of Jean Barker, Treasurer of the County of Prince George, Virginia, at December 31, 2017. We have also examined the accompanying Treasurer's Turnover Receipts of Assets. The schedule and receipts are the responsibility of the County's Treasurer. Our responsibility is to express an opinion based on our examination. We did not examine the Turnover Receipt of Unremitted Commonwealth Collections from Outgoing Treasurer to Incoming Treasurer or 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 include examining, on a test basis, evidence supporting the Schedule of Treasurer's Assets and Liabilities and Turnover Receipts of Assets and performing such other procedures, as we considered necessary in the circumstances. We believe that our examination provides 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 and turnover receipts of assets were prepared to turn over the assets reported on the schedules to Susan Vargo, who was appointed Treasurer effective December 31, 2017.

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 Jean Barker, Treasurer of the County of Prince George, Virginia turned over to the incoming Treasurer at December 31, 2017.

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
September 7, 2018

Financial Statement

COUNTY OF PRINCE GEORGE, VIRGINIA

Schedule of Treasurer's Assets and Liabilities
At December 31, 2017

Assets held by the Treasurer:

Cash on hand	\$ 1,300.00
Cash in banks:	
Bank of Southside Virginia	5,765,189.72
Union Bank and Trust	6,130,262.09
Empire National Bank	67,749.54
Cash equivalents and investments:	
Local Government Investment Pool	44,117.08
Empire National Bank	1,681,218.61
Virginia Investment Pool	22,711,569.16
Virginia State Non-Arbitrage Program (SNAP)	13,912,978.38
Total assets	\$ 50,314,384.58

Liabilities of the Treasurer:

Balance of County Funds	\$ 50,314,384.58
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The accompanying notes are an integral part of this schedule.

COUNTY OF PRINCE GEORGE, VIRGINIA

Notes to Financial Statement
At December 31, 2017

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 PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF CASH AND CASH ITEMS ON HAND
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

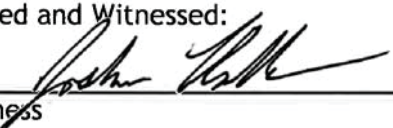
Received of Jean Barker, Outgoing Treasurer of the County of Prince George, Virginia, by Susan Vargo, Incoming Treasurer of the County of Prince George, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2017.

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	\$ 1,145.00
Coin	<u>155.00</u>
Total	\$ <u>1,300.00</u>

Signed and Witnessed:


Witness

Robinson, Farmer, Cox Associates

Outgoing Treasurer

County of Prince George


Incoming Treasurer

County of Prince George

COUNTY OF PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF CASH ON DEPOSIT
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

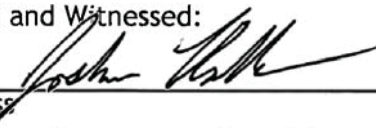
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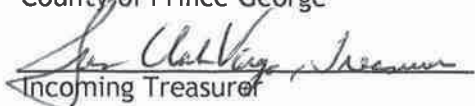
Balances on deposit in banks at close of business December 31, 2017, and outstanding checks drawn there against are as follows:

	<u>Balance Per Bank</u>	<u>Net Adjustments</u>	<u>Balance Per Ledger</u>
Bank of Southside Virginia:			
Checking	\$ 4,784,325.41	\$ (352,554.03)	\$ 4,431,771.38
Special welfare checking	5,915.44	-	5,915.44
Building inspection checking	252,258.57	2,207.52	254,466.09
Mobile app checking	7,834.08	1,040.00	8,874.08
EMS checking	426,135.35	-	426,135.35
Farmers market checking	5,362.75	-	5,362.75
Cafeteria checking	575,354.84	-	575,354.84
Performance bonds	57,309.79	-	57,309.79
Total	<u>\$ 6,114,496.23</u>	<u>\$ (349,306.51)</u>	<u>\$ 5,765,189.72</u>
Union Bank and Trust:			
General money market	<u>\$ 6,130,262.09</u>	<u>\$ -</u>	<u>\$ 6,130,262.09</u>
Empire National Bank:			
LOSAP checking	<u>\$ 67,749.54</u>	<u>\$ -</u>	<u>\$ 67,749.54</u>
Grand total	<u><u>\$ 12,312,507.86</u></u>	<u><u>\$ (349,306.51)</u></u>	<u><u>\$ 11,963,201.35</u></u>

Signed and Witnessed:


 Witness
 Robinson, Farmer, Cox Associates

Outgoing Treasurer
 County of Prince George


 Incoming Treasurer
 County of Prince George

COUNTY OF PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF CASH EQUIVALENTS AND INVESTMENTS
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

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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:

Investment pool - Rowanty	\$	<u>44,117.08</u>
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Empire National Bank:

LOSAP annuity	\$	<u>1,681,218.61</u>
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Virginia Investment Pool:

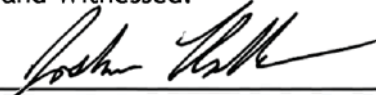
Bond fund	\$	10,125,139.29
Liquidity fund		12,586,429.87
Total	\$	<u>22,711,569.16</u>

Virginia State Non-Arbitrage Program (SNAP):

2014 A/B interest	\$	20,911.57
2014 B principal		890,227.35
2014 CDE interest		59,919.75
2014 CDE principal		3,113,242.56
2015 A interest		44,811.75
2015 A principal		794,643.79
2017 A GO interest		79,382.37
2017 A GO principal		8,907,577.92
2017 B GO interest		2,261.32
Total	\$	<u>13,912,978.38</u>

Grand Total	\$	<u><u>38,349,883.23</u></u>
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Signed and Witnessed:



Witness
Robinson, Farmer, Cox Associates

Outgoing Treasurer
County of Prince George



Incoming Treasurer
County of Prince George

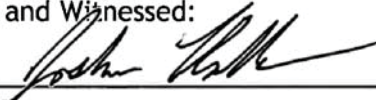
COUNTY OF PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED REAL ESTATE TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

Received of Jean Barker, Outgoing Treasurer of the County of Prince George, Virginia, by Susan Vargo, Incoming Treasurer of the County of Prince George, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2017.

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.

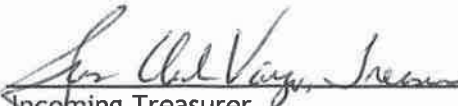
<u>Year</u>	<u>Base Tax</u>
2018	\$ 11,196,249.65
2017	449,901.08
2016	226,724.53
2015	77,903.04
2014	52,189.13
Prior	<u>107,360.54</u>
Total	<u>\$ 12,110,327.97</u>

Signed and Witnessed:



Witness
Robinson, Farmer, Cox Associates

Outgoing Treasurer
County of Prince George



Incoming Treasurer
County of Prince George

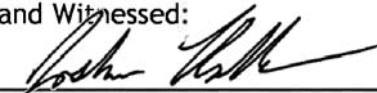
COUNTY OF PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED PERSONAL PROPERTY TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

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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>
2017	\$ 1,200,842.65
2016	501,575.30
2015	301,838.41
2014	264,058.92
2013	<u>201,485.47</u>
Total	\$ <u><u>2,469,800.75</u></u>

Signed and Witnessed:



Witness
Robinson, Farmer, Cox Associates

Outgoing Treasurer
County of Prince George



Incoming Treasurer
County of Prince George

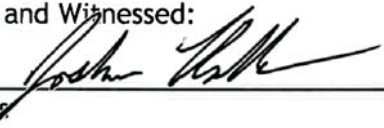
COUNTY OF PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF UNCOLLECTED PUBLIC SERVICE TAXES
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

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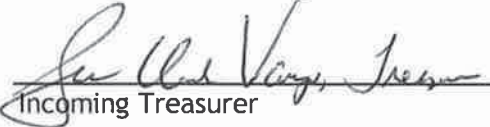
We, having separately checked this schedule, do hereby certify as to the correctness of same and do hereby accept the credit and the charge on account as evidenced by affixing our signatures hereto.

<u>Year</u>	<u>Base Tax</u>
2017	\$ 2,278.91
2016	66.72
Total	\$ <u>2,345.63</u>

Signed and Witnessed:


Witness:
Robinson, Farmer, Cox Associates

Outgoing Treasurer
County of Prince George


Incoming Treasurer
County of Prince George

COUNTY OF PRINCE GEORGE, VIRGINIA
TURNOVER RECEIPT OF UNSOLD DOG LICENSE TAGS
FROM OUTGOING TREASURER TO INCOMING TREASURER
At December 31, 2017

Received of Jean Barker, Outgoing Treasurer of the County of Prince George, Virginia, by Susan Vargo, Incoming Treasurer of the County of Prince George, Virginia, the item or items as hereinafter described and/or listed at the close of business December 31, 2017.

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<u>Class of Tag</u>	<u>Tag Numbers</u>		<u>Quantity on Hand</u>
	<u>Beginning Number</u>	<u>Ending Number</u>	
Unsexed 2018	28	400	373
Sexed 2018	13	250	238
Kennel 2018 (20 each)	12	75	1,280 (1)
Kennel 2018 (50 each)	3	30	1,400 (2)
Dangerous 2018	1	10	10
Duplicate 2018	1	10	10
3-Year 2018	13	300	288

(1) 20 tags per prenumbered pack

(2) 50 tags per prenumbered pack

Signed and Witnessed:

Witness

Robinson, Farmer, Cox Associates

Outgoing Treasurer

County of Prince George

Incoming Treasurer

County of Prince George