



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

May 30, 2019

The Honorable Joseph A. Vance, IV
Chief Judge
County of Hanover Juvenile and Domestic Relations District Court
615 Princess Anne Street
Fredericksburg, VA 22401

Audit Period: July 1, 2017 through June 30, 2018
Court System: County of Hanover
Judicial District: Fifteenth

We are performing a statewide audit of the Juvenile and Domestic Relations 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 certain matters that required management's attention and corrective action. These matters included:

Properly Bill and Collect Court Costs

Repeat: No

The Clerk did not properly bill and collect court costs. In four of 37 cases tested, we noted the Clerk did not bill defendants for \$1,140 in court costs.

The Clerk and her staff should correct the specific cases noted above and institute a more diligent system of review to minimize the likelihood of billing errors going undetected. In all cases, the Clerk should bill and collect court costs in accordance with the Code of Virginia.

Joseph A. Vance, IV, Chief Judge
May 30, 2019
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We acknowledge the cooperation extended to us by the Clerk and her staff during this engagement.

AUDITOR OF PUBLIC ACCOUNTS

MSM:vks

cc: The Honorable Frank G. Uvanni, Judge
The Honorable Shannon O. Hoehl, Judge
Susan S. Wood, Clerk
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia