



# Commonwealth of Virginia

**Walter J. Kucharski, Auditor**

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

March 24, 2011

The Honorable Dean S. Worcester  
Chief Judge  
County of Rappahannock General District Court  
18 East Market Street  
Leesburg, VA 20176

The Honorable Aveline S. Jacob  
Chief Judge  
County of Rappahannock Juvenile  
and Domestic Relations District Court  
18 East Market Street  
Leesburg, VA 20176

Audit Period: July 1, 2009 through June 30, 2010  
Court System: County of Rappahannock  
Judicial District: Twentieth

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

## Properly Record Court Attorney Fees

From a total of nine cases tested, we found the following errors:

- In one case, the Clerk failed to follow requirements of Section 16.1-267 of the Code of Virginia by erroneously billing a juvenile for fees totaling \$120.
- In three cases, the Clerk recorded the payment of a public defender fee as Commonwealth fee instead of a local fee, resulting in the Commonwealth inappropriately receiving \$265.

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- In one case, the Clerk recorded a state charge as a local charge and as a result the locality received the public defender fee of \$60.
- In one case, the Clerk failed to bill the locality for a public defender fee, resulting in the Commonwealth overpaying \$60.

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

AUDITOR OF PUBLIC ACCOUNTS

WJK:alh

cc: The Honorable J. Gregory Ashwell, Judge  
Patricia M. Davis, Clerk  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia