



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

June 10, 2020

Virginia Muñoz
Chief Magistrate
City of Williamsburg

Audit Period: July 1, 2018 through June 30, 2019
Court System: Counties of Charles City, Gloucester, James City, King and Queen, King William, Mathews, Middlesex, New Kent, York, and the City of Williamsburg
Judicial District: Ninth
Magisterial Region: Sixth

We are performing a statewide audit of the Magistrates. During our review, we conducted certain audit procedures, as we deemed appropriate.

Management is an important part of the Magistrates' 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 management.

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

Martha Mavredes
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MSM: rh

cc: Jonathan E. Green, Director of Magistrate Services
Supreme Court of Virginia