



ROBINSON, FARMER, COX ASSOCIATES, PLLC

Certified Public Accountants

DATE: April 10, 2026

MEMORANDUM TO: Jonathan Sweet
County of Pulaski, Virginia

FROM: Robinson, Farmer, Cox Associates

REGARDING: Audit for the Year Ended June 30, 2025

In planning and performing our audit of the financial statements of County of Pulaski, Virginia for the year ended June 30, 2025, we considered the County's internal control structure to plan our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control structure. However, during our work, we noted certain matters involving the internal control structure and other operational matters that are presented for your consideration. We will be pleased to discuss these comments in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations. Please note: **The audited financial statements contain findings in the schedule of findings and questioned costs and should be reviewed in conjunction with the comments below.**

Department of Social Services

Special Welfare Account

Currently the Social Services Department holds funds in their special welfare fund that are not held for specific children. The Code of Virginia, 1950 as amended section 63.2-230 specifically allows local agencies to accept and expend certain funds on behalf of children placed by or entrusted to the local board when no guardian is appointed. It appears that the local agency has deposited additional funds, such as general contributions (ie. St. Jude Catholic Church Acct, Tornado Toys & School Supplies, and Miscellaneous Acct - Discretionary) to the special welfare fund. In general, we feel that contributions to the Social Services Department are subject to appropriation by the Board of Supervisors prior to expenditure. As such, we recommend that the Department review the sources and uses of these funds and establish a fund for the receipt and expenditure of non-fiduciary monies. The expenditure of such funds would be subject to an appropriation by the Board of Supervisors.

The cash balance per the Special Welfare Fund is \$32,282 while the special welfare ledger provided by social services totals \$20,169.74. We recommend that a reconciliation be performed on a routine basis to ensure amounts agree.

County

Auditor of Public Accounts (APA) Reporting Deadline

Audited financial statements are required to be filed with the Auditor of Public Accounts of the Commonwealth of Virginia by December 15th each year. Adjusted trial balances were not provided for audit until February 24, 2026.

Patient Billing Reports - Pulaski County Public Safety

The payments per the reports from the third-party billing company differ from cash collections per the ledger by approximately \$75,000. A reconciliation is performed for individual deposits/payments per the billing company to BAI; however, detailed notes are not maintained to tie from BAI to Munis. We recommend the reconciliation be modified so that a tie-out to Munis can be performed and a monthly reconciliation can be prepared to determine if there are timing or other differences.

Budget for County Appropriation to School Board

The School Board's final budgeted amount for the contribution from the County does not agree to the County's final budget for same. We recommend that the School Board and County work together to ensure that budgeted amounts for the contributions between entities agree when the budget when adopted and throughout the year if additional appropriations are necessary.