



Staci A. Henshaw, CPA  
Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

July 1, 2022

The Honorable David M. Hicks  
Chief Judge  
City of Richmond General District Court – Civil Division

Audit Period: July 1, 2020, through June 30, 2021  
Court System: City of Richmond  
Judicial District: Thirteenth

We are performing a statewide audit of the 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 no matters requiring written communication with court management.

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

Staci Henshaw  
AUDITOR OF PUBLIC ACCOUNTS

LH: rh

cc: The Honorable Mansi J. Shah, Judge  
The Honorable Devika E. Davis, Judge  
The Honorable L. B. Cann III, Judge  
Cecelia V. Garner, Clerk  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia