



Martha S. Mavredes, CPA
Auditor of Public Accounts

Commonwealth of Virginia

Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

March 1, 2019

The Honorable Todd G. Petit
Chief Judge
County of Fairfax Juvenile and Domestic Relations District Court
4110 Chain Bridge Rd.
Fairfax, VA 22030-4020

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

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 52 cases tested, we noted the following errors.

- In 13 cases, defendants were not charged costs totaling \$3,819.
- In nine local cases, the locality was not billed for court appointed attorney fees of \$1,080.
- In five cases, defendants were overcharged \$600 in costs.

The Clerk should correct the specific cases noted above and should establish a 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 Code of Virginia.

Todd G. Petit, Chief Judge

March 1, 2019

Page Two

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

AUDITOR OF PUBLIC ACCOUNTS

MSM: clj

cc: The Honorable Gayl Branum Carr, Judge
The Honorable Glenn L. Clayton, Judge
The Honorable Kimberly J. Daniel, Judge
Barbara Suini Moran, Clerk
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia