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Auditor of Public Accounts

# Commonwealth of Virginia

*Auditor of Public Accounts*

P.O. Box 1295  
Richmond, Virginia 23218

April 24, 2019

The Honorable Jeffrey P. Bennett  
Chief Judge  
County of Campbell Juvenile and Domestic Relations District Court  
113 Taylor Street  
Amherst, VA 24521

Audit Period: July 1, 2017 through June 30, 2018  
Court System: County of Campbell  
Judicial District: Twenty-Fourth

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 Fines and Costs**

Repeat: Yes (first issued in fiscal year 2017)

The Clerk and her staff did not properly bill and collect court fines and costs. In 27 cases tested, we noted the following errors.

- In nine cases, defendants were not charged \$1,200 in court fines and costs.
- In six cases, defendants were overcharged \$438 in court costs.

The Clerk and her staff should correct the specific cases noted above and institute a more diligent 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 the Code of Virginia.

Jeffrey P. Bennet, Chief Judge

April 24, 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 Mary Driskill, Judge  
Jennifer Moon Leavitt, Clerk  
Paul F. DeLosh, Director of Judicial Services  
Supreme Court of Virginia