Commonwealth of Virginia

Auditor of Public Accounts

Martha S. Mavredes, CPA
Auditor of Public Accounts

P.O. Box 1295
Richmond, Virginia 23218

May 2, 2016

The Honorable Brenda Hamilton
Clerk of the Circuit Court
City of Roanoke

David A. Bowers, Mayor
City of Roanoke

Audit Period: January 1, 2015 through December 31, 2015
Court System: City of Roanoke

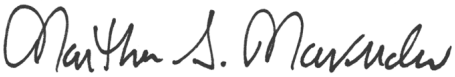
We have audited the cash receipts and disbursements of the Clerk of the Circuit Court for this locality. Our primary objectives were to test the accuracy of financial transactions recorded on the Court's financial management system; evaluate the Court's internal controls; and test its compliance with significant state laws, regulations, and policies.

Management's Responsibility

Court management has responsibility for establishing and maintaining internal controls and complying with applicable laws and regulations. Internal control is a process designed to provide reasonable, but not absolute, assurance regarding the reliability of financial reporting, effectiveness and efficiency of operations, and compliance with applicable laws and regulations. Deficiencies in internal controls could possibly lead to the loss of revenues or assets, or otherwise compromise fiscal accountability.

We noted no matters involving internal control and its operation necessary to bring to management's attention.

We acknowledge the cooperation extended to us by the Court during this engagement.



AUDITOR OF PUBLIC ACCOUNTS

MSM: ljh

cc: The Honorable James R. Swanson, Chief Judge
Christopher P. Morrill, City Manager
Paul F. DeLosh, Director of Judicial Services
Supreme Court of Virginia
Director, Admin and Public Records
Department of Accounts