



DISTRICT COURT 38-1-02

MONTGOMERY COUNTY

EXAMINATION REPORT

FOR THE PERIOD

JANUARY 1, 2004 TO DECEMBER 31, 2005

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Independent Auditor's Report

The Honorable Thomas W. Wolf
Secretary
Pennsylvania Department of Revenue
Harrisburg, PA 17128

We have examined the accompanying statement of receipts and disbursements (Statement) of District Court 38-1-02, Montgomery County, Pennsylvania (District Court), for the period January 1, 2004 to December 31, 2005, pursuant to the requirements of Section 401(c) of *The Fiscal Code*, 72 P.S. § 401(c). This Statement is the responsibility of the District Court's management. Our responsibility is to express an opinion on this Statement based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States. An examination includes examining, on a test basis, evidence supporting the Statement and performing such other procedures as we considered necessary in the circumstances. We believe that our examination provides a reasonable basis for our opinion.

We are mandated by Section 401(c) of *The Fiscal Code* to audit the accounts of each district court to determine whether all moneys collected on behalf of the Commonwealth have been correctly assessed, reported and promptly remitted. *Government Auditing Standards* issued by the Comptroller General of the United States include attestation engagements as a separate type of audit. An attestation engagement performed pursuant to *Government Auditing Standards* involves additional standards that exceed the standards provided by the American Institute of Certified Public Accountants. Accordingly, this attestation engagement complies with both *Government Auditing Standards* and Section 401(c) of *The Fiscal Code*.

Independent Auditor's Report (Continued)

In our opinion, the Statement referred to above presents, in all material respects, the operations of the District Court as it pertains to receipts made on behalf of the Pennsylvania Department of Revenue and other state agencies for the period ended December 31, 2005, in conformity with the criteria set forth in Note 1.

In accordance with *Government Auditing Standards*, we are required to report findings of deficiencies in internal control, violations of provisions of contracts or grant agreements, and abuse that are material to the Statement and any fraud and illegal acts that are more than inconsequential that come to our attention during our examination. We are also required to obtain the views of management on those matters. We performed our examination to express an opinion on whether the Statement is presented in accordance with the criteria described above and not for the purpose of expressing an opinion on the internal control over the Statement or on compliance and other matters; accordingly, we express no such opinions. The results of our examination disclosed no matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the Pennsylvania Department of Revenue, the Administrative Office of Pennsylvania Courts, and the District Court and is not intended to be and should not be used by anyone other than these specified parties.

March 13, 2007

JACK WAGNER
Auditor General

DISTRICT COURT 38-1-02
MONTGOMERY COUNTY
STATEMENT OF RECEIPTS AND DISBURSEMENTS
FOR THE PERIOD
JANUARY 1, 2004 TO DECEMBER 31, 2005

Receipts:

Department of Transportation			
Title 75 Fines	\$	172,751	
Motor Carrier Road Tax Fines		878	
Overweight Fines		50	
Commercial Driver Fines		2,043	
Littering Law Fines		966	
Child Restraint Fines		1,026	
Department of Revenue Court Costs		110,226	
Crime Victims' Compensation Bureau Costs		8,237	
Crime Commission Costs/Victim Witness Services Costs		5,945	
Department of Public Welfare			
Domestic Violence Costs		2,386	
Attend Care Fines		547	
Emergency Medical Service Fines		58,889	
CAT/MCARE Fund Surcharges		178,734	
Judicial Computer System Fees		67,408	
Access to Justice Fees		12,529	
Constable Service Surcharges		13,932	
Department of Labor and Industry Fines		1,000	
Miscellaneous State Fines		50	
Total receipts (Note 2)	\$	637,597	
Disbursements to Department of Revenue (Note 3)		<u>(637,612)</u>	
Balance due Department of Revenue (District Court) per settled reports (Note 4)		(15)	
Examination adjustment (Note 5)		<u>15</u>	
Adjusted balance due Department of Revenue (District Court) for the period January 1, 2004 to December 31, 2005	\$	<u><u>-</u></u>	

Notes to the Statement Of Receipts and Disbursements are an integral part of this report.

DISTRICT COURT 38-1-02
MONTGOMERY COUNTY
NOTES TO THE STATEMENT OF RECEIPTS AND DISBURSEMENTS
FOR THE PERIOD
JANUARY 1, 2004 TO DECEMBER 31, 2005

1. Criteria

The Statement of Receipts and Disbursements (Statement) has been prepared in accordance with Section 401(c) of *The Fiscal Code*, 72 P.S § 401(c), which requires the Department of the Auditor General to determine whether all money collected on behalf of the Commonwealth has been remitted promptly and to provide the Pennsylvania Department of Revenue with a report to enable them to settle an account covering any delinquency.

The Statement was prepared in accordance with reporting requirements prescribed by the Department of Revenue. Under this method, only the Commonwealth portion of cash receipts and disbursements are presented, revenues are recognized when received, and expenditures are recognized when paid.

2. Receipts

Receipts are comprised of fines, costs, fees, and surcharges collected on behalf of the Department of Revenue and other state agencies. These fines, costs, fees, and surcharges represent collections made on traffic, non-traffic, civil, and criminal cases filed with the District Court.

3. Disbursements

Total disbursements are comprised as follows:

Checks issued to the Department of Revenue	<u>\$ 637,612</u>
--------------------------------------------	-------------------

4. Balance Due Department Of Revenue (District Court) For The Period January 1, 2004 To December 31, 2005

This balance reflects the summary of monthly transmittal reports as settled by the Department of Revenue.

5. Examination Adjustment

During our prior audit, January 1, 2001 to December 31, 2003, we determined that there was a balance due to the Commonwealth of \$15.00. This balance due was paid to the Department of Revenue in May 2005.

DISTRICT COURT 38-1-02
MONTGOMERY COUNTY
NOTES TO THE STATEMENT OF RECEIPTS AND DISBURSEMENTS
FOR THE PERIOD
JANUARY 1, 2004 TO DECEMBER 31, 2005

6. Magisterial District Judge Serving During Examination Period

Elizabeth A. McHugh, Esquire served at District Court 38-1-02 for the period January 1, 2004 to December 31, 2005.

DISTRICT COURT 38-1-02
MONTGOMERY COUNTY
COMMENT
FOR THE PERIOD
JANUARY 1, 2004 TO DECEMBER 31, 2005

Comment - Compliance With Prior Audit Recommendations

During our prior audit, we made the following recommendations:

- That the office properly account and maintain all downtime manual receipts.
- That the office properly enter all required information, including docket numbers and receipts amounts, on the downtime manual receipt log sheets.
- That the office review warrant control reports and notify police or other officials to return warrants that are unserved for 60 days for summary traffic and non-traffic cases as required by the *Magisterial District Judge Automated Office Clerical Procedures Manual*.

During our current examination, we noted that the office complied with our recommendations.

DISTRICT COURT 38-1-02
MONTGOMERY COUNTY
REPORT DISTRIBUTION
FOR THE PERIOD
JANUARY 1, 2004 TO DECEMBER 31, 2005

This report was initially distributed to:

The Honorable Thomas W. Wolf
Secretary
Pennsylvania Department of Revenue

The Honorable Zygmunt Pines
Court Administrator of Pennsylvania
Administrative Office of Pennsylvania Courts

District Court 38-1-02
Montgomery County
8101 Old York Road
Elkins Park, PA 19027

Michael R. Kehs, Esquire	District Court Administrator
The Honorable Elizabeth A. McHugh	Magisterial District Judge
The Honorable Thomas J. Ellis	Chairman of the Board of Commissioners
The Honorable Eric Kretschman	Controller

This report is a matter of public record. Copies of this report may be obtained from the Pennsylvania Department of the Auditor General, Office of Communications, 318 Finance Building, Harrisburg, PA 17120. To view this report online or to contact the Department of the Auditor General, please access our web site at www.auditorgen.state.pa.us.