

**COUNTY OF CHESTER**  
**DISTRICT COURT 15-1-02**  
**FINANCIAL STATEMENTS - CASH BASIS**  
**YEARS ENDED DECEMBER 31, 2019 AND 2018**

COUNTY OF CHESTER  
DISTRICT COURT 15-1-02  
YEARS ENDED DECEMBER 31, 2019 AND 2018

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INDEPENDENT AUDITOR'S REPORT

Magisterial District Justice  
West Chester, Pennsylvania

**Report on Financial Statements**

We have audited the accompanying statements of cash receipts and disbursements (the "Statements") of the COUNTY OF CHESTER, DISTRICT COURT 15-1-02 (the "Court") for the years ended December 31, 2019 and 2018, and the related notes to the financial statement.

**Management's Responsibility for the Financial Statement**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1; this includes determining that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of these financial statements that is free from material misstatement, whether due to fraud or error.

**Auditor's Responsibility**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**Opinion**

In our opinion, the Statements referred to in the first paragraph presents fairly, in all material respects, the cash receipts and disbursements of the COUNTY OF CHESTER, DISTRICT COURT 15-1-02 for the years ended December 31, 2019 and 2018, in accordance with the cash basis of accounting described in Note 1.

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830 Sir Thomas Court, Suite 100, Harrisburg, PA 17109  
3800 McKnight East Drive, Suite 3805, Pittsburgh, PA 15237  
34745 Burbage Road, Frankford, DE 19945

2370 York Road, Suite A-5, Jamison, PA 18929  
420 Chinquapin Round Road, Suite 2-i, Annapolis, MD 21401  
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**Basis of Accounting**

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. These financial statements are prepared on the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

**Emphasis of Matter**

As discussed in Note 1, the statements of cash receipts and disbursements presents only the Court and does not purport to, and does not, present fairly the financial position or results of operations of the COUNTY OF CHESTER, for the years ending December 31, 2019, and December 31, 2018 in conformity with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

As discussed in Note 3, subsequent events may lead the fines and court costs to have a significant impact on the operations of the Court. Management has determined that it is not possible to predict the eventual outcome of the subsequent event. The accompanying financial statements do not include any adjustments related to the subsequent event. Our opinion is not modified with respect to this matter.

**Other Matters**

**Other Information**

Our audit was conducted for the purpose of forming an opinion on the financial statements. The Schedules of County of Chester Revenues and Direct Expenditures are presented for the purpose of additional analysis and are not a required part of the financial statements.

The Schedules of County of Chester Revenues and Direct Expenditures have not been subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

**Other Reporting Required by *Government Auditing Standards***

In accordance with *Government Auditing Standards*, we have also issued our report dated November 18, 2020 on our consideration of the Court's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Court's internal control over financial reporting and compliance.

*Zelenkofske Axlerod LLC*

ZELENKOFKSKE AXELROD LLC

Jamison, Pennsylvania  
November 18, 2020

COUNTY OF CHESTER  
DISTRICT COURT 15-1-02  
STATEMENTS OF CASH RECEIPTS AND DISBURSEMENTS - CASH BASIS  
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

	<u>2019</u>	<u>2018</u>
Cash Receipts		
Fines and Costs	\$ 749,291	\$ 666,561
Bail, Restitution and Collateral	<u>105,353</u>	<u>276,202</u>
Total Cash Receipts	<u>854,644</u>	<u>942,763</u>
Cash Disbursements		
Commonwealth of Pennsylvania	497,375	454,062
Bail, Restitution and Collateral	291,288	90,700
County of Chester	135,690	122,554
Easttown Township	38,339	23,789
Malvern Borough	27,579	18,649
East Goshen Township	16,174	22,916
Tredyffrin Township	15,543	10,954
Willistown Township	12,558	14,697
East Whiteland Township	1,660	2,559
West Chester Borough	<u>240</u>	<u>710</u>
Total Cash Disbursements	<u>1,036,446</u>	<u>761,590</u>
Increase (Decrease) in Cash	(181,802)	181,173
Cash - Beginning of Year	<u>213,054</u>	<u>31,881</u>
Cash - End of Year	<u>\$ 31,252</u>	<u>\$ 213,054</u>

*The accompanying notes are an integral part of these financial statements*

COUNTY OF CHESTER  
DISTRICT COURT 15-1-02  
NOTES TO FINANCIAL STATEMENTS - CASH BASIS  
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

NOTE 1: NATURE OF ENTITY AND SIGNIFICANT ACCOUNTING POLICIES

Nature of Organization

District Court 15-1-02 (the "Court"), collects cash from individuals and private organizations as payment for fines and costs assessed in accordance with applicable state and local statutes as determined by the District Justice, an elected official. Cash collected from individuals and private organizations is subsequently disbursed to various governmental entities, individuals, and private organizations. A summary of the Court's significant accounting policies applied in the preparation of the accompanying financial statement is as follows:

A) Reporting Entity

The Court employees are County of Chester ("County") employees and the Court is fiscally dependent on the County to fund the operations of the Court. The Court operations are reflected in the County's Financial Statements as a part of the General Fund.

B) Basis of Presentation

The accompanying financial statements have been prepared on the cash basis of accounting, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Under this basis, cash receipts are recognized when received, and cash disbursements are recognized when paid rather than when incurred.

NOTE 2: CASH

*Custodial Credit Risk.* The Court's policy for minimizing credit risk for bank balances exceeding Federal Deposit Insurance Corporation's insured limits relies upon Act 72. The Act requires the financial institution to pool collateral for all of its government deposits in addition to having the collateral held by an approved custodian in the institution's name. For deposits, custodial credit risk is the risk that in the event of bank failure, the Court's deposits may not be recovered. As of December 31, 2019 and 2018, the Court's cash balances were \$31,252 and \$213,054, respectively and entirely covered by the Federal Deposit Insurance Corporation.

COUNTY OF CHESTER  
DISTRICT COURT 15-1-02  
NOTES TO FINANCIAL STATEMENTS - CASH BASIS (CONTINUED)  
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018

## NOTE 2: CASH (CONTINUED)

The cash amount consists of the following funds held in escrow by the Court at December 31:

	<u>2019</u>	<u>2018</u>
Individuals and Private Organizations	\$ 11,859	\$ 198,001
County of Chester	10,554	9,223
Easttown Township	4,579	1,772
Malvern Borough	1,952	841
Willistown Township	1,044	855
East Goshen Township	622	1,253
Tredyffrin Township	588	809
East Whiteland Township	54	219
West Chester Borough	<u>-</u>	<u>81</u>
 Total Bail, Restitution and Collateral	 <u>\$ 31,252</u>	 <u>\$ 213,054</u>

## NOTE 3: SUBSEQUENT EVENT

Subsequent to year end, a global pandemic due to the spread of the COVID-19 coronavirus caused the United States government to declare a national emergency. The pandemic has led to widespread voluntary and government-mandated closings of local stores and business, which has resulted in significant job losses. These job losses have the potential to have a significant impact on all aspects of the Court's operations. In addition, due to the temporary closure of all businesses that are not deemed life sustaining, State and Local revenues are also significantly decreased. In addition, the Court's own source revenue or derived revenues could be affected negatively.

## **SUPPLEMENTAL INFORMATION**



COUNTY OF CHESTER  
DISTRICT COURT 15-1-02  
SCHEDULES OF COUNTY OF CHESTER REVENUES AND DIRECT EXPENDITURES  
FOR THE YEARS ENDED DECEMBER 31, 2019 AND 2018  
(UNAUDITED)

	<u>2019</u>	<u>2018</u>
Revenues		
County Fines and Costs	<u>\$ 135,281</u>	<u>\$ 123,117</u>
Direct Expenditures		
Salaries, Wages and Benefits	\$ 246,399	\$ 238,287
Facilities Rental	87,654	98,784
Postage	11,533	10,974
Electric	6,962	8,060
Office Supplies	3,535	3,518
Telephone and Data Lines	2,183	1,969
PC Hardware and Software	650	650
Equipment Rentals	528	624
Employee Travel and Mileage	-	207
Total Direct Expenditures	<u>\$ 359,444</u>	<u>\$ 363,073</u>

Note to the Schedule: The revenue amount per the County in 2019 of \$135,281 differs from the amount disbursed to the County by the District Court in 2019 of \$135,690. The revenue amount per the County in 2018 of \$123,117 differs from the amount disbursed to the County by the District Court in 2018 of \$122,554. This results from the use of the cash basis of accounting by the District Court and the modified accrual basis of accounting by the County. The District Court recognizes the disbursement as of the check date, while the County recognizes the revenue in the year the fines and costs are collected by the District Court.



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REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND  
OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL STATEMENTS PERFORMED IN  
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS  
INDEPENDENT AUDITOR REPORT

Magisterial District Justice  
West Chester, Pennsylvania

We have audited in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of Chester County District Court 15-1-02 (the "Court"), which comprise the Statements of Cash Receipts and Disbursements (the "Statements") for the years ending December 31, 2019 and 2018, and the related notes to the Statements and have issued our report thereon dated November 18, 2020.

### **Internal Control Over Financial Reporting**

In planning our performance our audit of the Statements of the Court, we considered the Court's internal control over financial reporting (Internal Control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the Statements, but not for the purpose of expressing an opinion on the effectiveness of the Court's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Court's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be significant material weaknesses or deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Court's Statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

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## **Purpose of this Report**

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

*Zelenkofske Axlerod LLC*

ZELENKOFKSKE AXELROD, LLC

Jamison, Pennsylvania  
November 18, 2020