

COUNTY OF CHESTER
DISTRICT COURT 15-3-05
FINANCIAL STATEMENTS - CASH BASIS
YEARS ENDED DECEMBER 31, 2019 AND 2018

COUNTY OF CHESTER
DISTRICT COURT 15-3-05
YEARS ENDED DECEMBER 31, 2019 AND 2018

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INDEPENDENT AUDITOR'S REPORT

Magisterial District Justice
Oxford, 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 15-3-05 (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 15-3-05 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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3800 McKnight East Drive, Suite 3805, Pittsburgh, PA 15237
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420 Chinquapin Round Road, Suite 2-i, Annapolis, MD 21401
210 Tollgate Hill Road, Greensburg, PA 15601



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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 15-3-05
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	\$ 814,275	\$ 657,905
Bail, Restitution and Collateral	129,336	119,025
	<u>943,611</u>	<u>776,930</u>
Cash Disbursements		
Commonwealth of Pennsylvania	605,123	466,026
County of Chester	138,552	121,501
Bail, Restitution and Collateral	121,052	116,530
Oxford Borough	28,274	38,149
Lower Oxford Township	12,919	20,154
East Nottingham Township	8,549	5,097
West Nottingham Township	4,497	6,845
Upper Oxford Township	3,859	650
New London Township	3,699	3,602
Penn Township	2,794	2,901
Oxford Area School District	1,374	1,154
Elk Township	628	-
East Marlborough Township	300	-
Avon Grove School District	162	-
Modena Borough	100	-
New Garden Township	-	25
Parkesburg Borough	-	59
	<u>931,882</u>	<u>782,693</u>
Increase (Decrease) in Cash	11,729	(5,763)
Cash - Beginning of Year	<u>41,236</u>	<u>46,999</u>
Cash - End of Year	<u>\$ 52,965</u>	<u>\$ 41,236</u>

The accompanying notes are an integral part of these financial statements

COUNTY OF CHESTER
DISTRICT COURT 15-3-05
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 15-3-05 (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 \$52,965 and \$41,236, respectively and entirely covered by the Federal Deposit Insurance Corporation.

COUNTY OF CHESTER
DISTRICT COURT 15-3-05
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	\$ 27,776	\$ 19,492
County of Chester	10,779	8,873
Commonwealth of Pennsylvania	10,517	8,845
Oxford Borough	1,071	2,326
Lower Oxford Borough	714	324
West Nottingham Township	662	684
East Nottingham Township	641	214
Penn Township	411	100
Upper Oxford Township	175	-
Oxford School District	155	-
Elk Township	33	-
Avon Grove Township	17	-
New London Township	<u>14</u>	<u>378</u>
 Total Bail, Restitution and Collateral	 <u><u>\$ 52,965</u></u>	 <u><u>\$ 41,236</u></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 15-3-05
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>\$ 139,563</u>	<u>\$ 116,851</u>
Direct Expenditures		
Salaries, Wages and Benefits	\$ 239,771	\$ 230,890
Postage	12,517	10,766
Other Professional Services	10,302	10,300
Telephone and Data Lines	4,686	3,585
Electric	4,388	4,202
Office Supplies	3,698	2,776
Fuel	2,115	2,404
Equipment Rentals	528	624
Water and Sewer	419	416
Employee Travel and Mileage	37	301
Training	<u>27</u>	<u>-</u>
Total Direct Expenditures	<u>\$ 278,488</u>	<u>\$ 266,264</u>

Note to the Schedule: The revenue amount per the County in 2019 of \$139,563 differs from the amount disbursed to the County by the District Court in 2019 of \$138,552. The revenue amount per the County in 2018 of \$116,851 differs from the amount disbursed to the County by the District Court in 2018 of \$121,501. 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
Oxford, 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 15-3-05 (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