

**ATTESTATION REPORT
OF
KIMBALL COUNTY COURT
JULY 1, 2011 THROUGH JUNE 30, 2013**

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Issued on June 19, 2014

KIMBALL COUNTY COURT

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KIMBALL COUNTY COURT

SUMMARY OF COMMENTS

During our examination of the Kimball County Court, we noted certain deficiencies and other operational matters that are presented here.

These comments and recommendations are intended to improve the internal control over financial reporting or result in operational efficiencies in the following areas:

1. ***Segregation of Duties:*** One individual was capable of handling all phases of a transaction from beginning to end.
2. ***Monthly Report Review:*** The County Court did not review its case balances on an ongoing, timely basis to ensure disposition and/or resolution of such balances.

More detailed information on the above items is provided hereafter. It should be noted that this report is critical in nature, as it contains only our comments and recommendations on the areas noted for improvement and does not include our observations on any accounting strengths of the County Court.

Draft copies of this report were furnished to the County Court to provide management with an opportunity to review the report and to respond to the comments and recommendations included in this report. The County Court declined to respond.

KIMBALL COUNTY COURT

COMMENTS AND RECOMMENDATIONS

1. Segregation of Duties

Good internal control includes a plan of organization, procedures, and documentation designed to safeguard assets and provide reliable financial records. A system of internal control should include a proper segregation of duties, so no one individual is capable of handling all phases of a transaction from beginning to end.

We noted the office of the County Court lacked of segregation of duties. Specifically, one person was capable of handling all aspects of processing transactions from beginning to end. A lack of segregation of duties increases the risk of possible errors or irregularities; however, due to a limited number of personnel, an adequate segregation of duties is not possible without additional cost. Further, personnel are under the direction of both the Nebraska State Court Administrator and the Presiding Judge. We have noted this comment in previous examinations. We consider this to be a material weakness.

We recommend the County Court and the Nebraska State Court Administrator review this situation. As always, the cost of hiring additional personnel versus the benefit of a proper segregation of duties must be weighed.

2. Monthly Report Review

Good internal control requires the County Court to have procedures in place that provide an ongoing, detailed review of all monthly financial reports, including the Monthly Case Balance Report. In addition, sound accounting practices require procedures to be in place that ensure the complete, accurate, and timely posting of defendant payments to their respective cases.

During testing of seven case balances for June 30, 2013, we noted three cases where a driver license was suspended even though payment was made in full.

When the County Court's monthly reports are not consistently reviewed in a timely manner, there is an increased risk of errors, omissions, and/or irregularities that would not be detected and/or resolved in a timely manner.

We recommend the County Court perform an ongoing, detailed, and timely review of all monthly financial reports, including the Monthly Case Balance Report, to promptly identify and resolve unusual balances/receipts.



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KIMBALL COUNTY COURT

INDEPENDENT ACCOUNTANT'S REPORT

We have examined the accompanying Schedules of Changes in Assets and Liabilities Arising from Cash Transactions of the Kimball County Court as of and for the fiscal years ended June 30, 2013, and June 30, 2012. The County Court's management is responsible for the Schedules. Our responsibility is to express an opinion based on our examination.

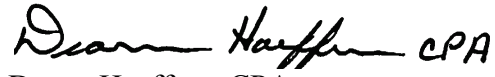
Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants and the standards applicable to attestation engagements contained in *Government Auditing Standards* issued by the Comptroller General of the United States and,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

In our opinion, the Schedules referred to above present, in all material respects, the assets and liabilities arising from cash transactions of the Agency Funds of the Kimball County Court, as of June 30, 2013, and June 30, 2012, and the related activity for the fiscal years then ended, based on the accounting system and procedures prescribed by the Nebraska Supreme Court, as described 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 Schedules 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 Schedules are presented in accordance with the criteria described above and not for the purpose of expressing an opinion on the internal control over the Schedules or on compliance and other matters; accordingly we express no such opinions. Our examination disclosed certain findings that are required to be reported under *Government Auditing Standards*, and those findings, along with the views of management, are described in the Comments Section of the report.

This report is intended solely for the information and use of management, the Supreme Court, others within the County Court, and the appropriate Federal and regulatory agencies, and it is not intended to be, and should not be, used by anyone other than these specified parties. However, this report is a matter of public record, and its distribution is not limited.

June 2, 2014


Deann Haeffner, CPA
Assistant Deputy Auditor

KIMBALL COUNTY COURT
KIMBALL, NEBRASKA
SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
AGENCY FUNDS
For the Fiscal Year Ended June 30, 2013

	Balance July 1, 2012	Additions	Deductions	Balance June 30, 2013
ASSETS				
Cash and Deposits	\$ 23,800	\$ 229,618	\$ 231,300	\$ 22,118
LIABILITIES				
Due to State Treasurer:				
Regular Fees	\$ 1,824	\$ 32,468	\$ 30,401	\$ 3,891
Law Enforcement Fees	178	2,662	2,583	257
State Judges Retirement Fund	601	8,826	8,587	840
Court Administrative Fees	1,296	15,089	15,039	1,346
Legal Services Fees	623	9,349	9,052	920
Due to County Treasurer:				
Regular Fines	6,619	62,490	61,867	7,242
Overload Fines	150	4,103	4,003	250
Regular Fees	129	6,031	5,941	219
Due to Municipalities:				
Regular Fines	-	800	800	-
Regular Fees	112	220	332	-
Trust Fund Payable	12,268	87,580	92,695	7,153
Total Liabilities	\$ 23,800	\$ 229,618	\$ 231,300	\$ 22,118

The accompanying notes are an integral part of the schedule.

KIMBALL COUNTY COURT
KIMBALL, NEBRASKA
SCHEDULE OF CHANGES IN ASSETS AND LIABILITIES
ARISING FROM CASH TRANSACTIONS
AGENCY FUNDS
For the Fiscal Year Ended June 30, 2012

	Balance July 1, 2011	Additions	Deductions	Balance June 30, 2012
ASSETS				
Cash and Deposits	\$ 25,407	\$ 200,866	\$ 202,473	\$ 23,800
LIABILITIES				
Due to State Treasurer:				
Regular Fees	\$ 3,044	\$ 27,018	\$ 28,238	\$ 1,824
Law Enforcement Fees	276	2,853	2,951	178
State Judges Retirement Fund	870	8,941	9,210	601
Court Administrative Fees	2,360	17,476	18,540	1,296
Legal Services Fees	939	9,534	9,850	623
Due to County Treasurer:				
Regular Fines	5,611	68,741	67,733	6,619
Overload Fines	1,817	4,296	5,963	150
Regular Fees	1,571	7,194	8,636	129
Due to Municipalities:				
Regular Fines	100	524	624	-
Regular Fees	-	112	-	112
Trust Fund Payable	8,819	54,177	50,728	12,268
Total Liabilities	\$ 25,407	\$ 200,866	\$ 202,473	\$ 23,800

The accompanying notes are an integral part of the schedule.

KIMBALL COUNTY COURT
NOTES TO FINANCIAL SCHEDULES
For the Fiscal Years Ended June 30, 2013, and June 30, 2012

1. Criteria

A. Reporting Entity

The Kimball County Court is established by State statute and is administratively operated through the Court Administrator's Office of the Nebraska Supreme Court, which is part of the State of Nebraska reporting entity. The Schedules of Changes in Assets and Liabilities Arising from Cash Transactions of the County Court reflect only the Agency Funds activity of the County Court, including the receipts and their subsequent disbursement to the appropriate entities for which they were collected. The Schedules do not reflect the personal services expenses of the County Court, which are paid by the Nebraska Supreme Court, or the operating expenses, which are paid by Kimball County.

B. Basis of Accounting

The accounting records of the County Court Agency Funds are maintained, and the Schedules of Changes in Assets and Liabilities Arising from Cash Transactions have been prepared, based on the accounting system and procedures prescribed by the Nebraska Supreme Court. Under this system of accounting, fines, fees, and receipts relating to trust funds are shown as additions to assets and as an increase in the related liability when received. Likewise, disbursements are shown as deductions to assets and as a decrease in the related liability when a check is written.

2. Deposits and Investments

Funds held by the County Court are deposited and invested in accordance with rules issued by the Supreme Court, as directed by Neb. Rev. Stat. § 25-2713 (Reissue 2008). Funds are generally consolidated in an interest-bearing checking account; however, the County Court may order certain trust funds to be invested separately. Any deposits in excess of the amount insured by the Federal Deposit Insurance Corporation are required by Neb. Rev. Stat. § 77-2326.04 (Reissue 2009) to be secured either by a surety bond or as provided in the Public Funds Deposit Security Act.