



Dave Yost • Auditor of State





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## Independent Accountants' Report on Applying Agreed-Upon Procedures

Board of Directors  
Miami Township – City of Dayton Joint Economic Development District  
Montgomery County  
2700 Lyons Rd.  
Miamisburg, OH 45342

We have performed the procedures enumerated below, with which the Board of Trustees and the management of Miami Township – City of Dayton Joint Economic Development District (the JEDD) agreed, solely to assist the Board in evaluating receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended December 31, 2013 and 2012, and certain compliance requirements related to these transactions and balances. Management is responsible for recording transactions; and management and the Board are responsible for complying with the compliance requirements. This agreed-upon procedures engagement was conducted in accordance with the American Institute of Certified Public Accountants' attestation standards and applicable attestation engagement standards included in the Comptroller General of the United States' *Government Auditing Standards*. The sufficiency of the procedures is solely the responsibility of the parties specified in this report. Consequently, we make no representation regarding the sufficiency of the procedures described below either for the purpose for which this report has been requested or for any other purpose.

This report only describes exceptions exceeding \$10.

### Cash

1. We tested the mathematical accuracy of the December 31, 2013 and December 31, 2012 bank reconciliations. We found no exceptions.
2. We agreed the January 1, 2012 beginning fund balances recorded in the Financial Summary to the December 31, 2011 balances in the prior year audited statements. We found no exceptions. We also agreed the January 1, 2013 beginning fund balances recorded in the Financial Summary to the December 31, 2012 balances in the Financial Summary. We found no exceptions.
3. We agreed the totals per the bank reconciliations to the total of the December 31, 2013 and 2012 fund cash balances reported in the Financial Summary. The amounts agreed.
4. We confirmed the December 31, 2013 bank account balance with the JEDD's financial institution. We found no exceptions. We also agreed the confirmed balances to the amounts appearing in the December 31, 2013 bank reconciliation without exception.

### Income Taxes

1. We confirmed the income tax amounts paid from the City of Dayton to the JEDD during 2013 and 2012, with the City. We found no exceptions.
  - a. We determined whether the receipts were recorded in the proper year. We found no exceptions.
2. As required by Section 6 of the Bylaws, we scanned the Financial Summary for 2013 and 2012 to determine whether each year included all four quarterly receipts from the City of Dayton. We noted no exceptions.

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### Non-Payroll Cash Disbursements

1. From the Financial Summary, we re-footed checks recorded as General Fund disbursements for intergovernmental and checks recorded as economic development in the General fund for 2013 and 2012. We found no exceptions.
2. We selected all disbursements from the Financial Summary for the year ended December 31, 2013 and all from the year ended 2012 and determined whether:
  - a. The disbursements were for a proper public purpose. We found no exceptions.
  - b. The check number, date, payee name and amount recorded on the returned, canceled check agreed to the check number, date, payee name and amount recorded in the Financial Summary and to the names and amounts on the supporting invoices. We found no exceptions.
  - c. The payment was posted to a fund consistent with the restricted purpose for which the fund's cash can be used. We found no exceptions.

### Compliance – Bylaws

1. We read the contract agreed to by the entities and noted the following disbursement and receipt related requirements:
  - i. The JEDD will disburse 75% of income tax revenues received each year, 50% of this total to the City of Dayton and 50% of this total to Miami Township. We recalculated the disbursements owed to the contracting entities. We found no exceptions.
  - ii. The JEDD will designate 0.5% of income tax revenues as a long-term maintenance set-aside to be spent on the administration of the district. We re-calculated the required set asides. We found no exceptions.
  - iii. All disbursements are to be signed by the Secretary-Treasurer. We checked each disbursement tested for the proper signature. We found no exceptions.

We were not engaged to, and did not conduct an examination, the objective of which would be the expression of an opinion on the JEDD's receipts, disbursements, balances and compliance with certain laws and regulations. Accordingly, we do not express an opinion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

This report is intended solely for the information and use of management, those charged with governance, and others within the JEDD, and is not intended to be, and should not be used by anyone other than these specified parties.



**Dave Yost**  
Auditor of State

Columbus, Ohio

April 9, 2014



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**MIAMI TOWNSHIP CITY OF DAYTON JOINT ECONOMIC DEVELOPMENT DISTRICT  
MONTGOMERY COUNTY**

## **CLERK'S CERTIFICATION**

**This is a true and correct copy of the report which is required to be filed in the Office of the Auditor of State pursuant to Section 117.26, Revised Code, and which is filed in Columbus, Ohio.**

*Susan Babbitt*

**CLERK OF THE BUREAU**

**CERTIFIED  
MAY 15, 2014**