



**WAYNE COUNTY COMMUNITY IMPROVEMENT CORPORATION
WAYNE COUNTY**

BASIC AUDIT

FOR THE YEARS ENDED DECEMBER 31, 2014-2013



Dave Yost • Auditor of State



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Wayne County Community Improvement Corporation
Wayne County
542 E. Liberty Street
Wooster, Ohio 44691

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Wayne County Community Improvement Corporation, Wayne County, Ohio, (the CIC) for the years ended December 31, 2014 and 2013.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code Section 117.11(A). Because our procedures were not designed to opine on the CIC's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the CIC's financial statements, transactions or balances for the years ended December 31, 2014 or 2013.

The CIC's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code Section 117.11(A) is to examine, analyze and inspect these records and documents.

Current Year Observations

1. The CIC did not perform bank to book reconciliations which resulted in a difference of \$4,950 between the bank balance and the CIC book balance. As noted in number 2 below, this variance consists of unposted receipts and disbursements, along with errors posted to the CIC ledgers.

Reconciling cash is a critical control in assuring all transactions are posted accurately and in the proper accounting period. Posting errors or unposted transactions result in inaccurate fund cash balance information, and conceivably could cause deficit spending. The fiscal officer should make the necessary corrections to the CIC's book balance to ensure the proper book balance is recorded.

Also, the CIC's small size requires governing board involvement with critical accounting processes (such as bank reconciliation) to compensate for the inability to segregate these duties. The absence of these reviews may be a material weakness in internal accounting control, resulting in inaccurate cash balances, or even undetected theft.

2. We noted the following issues related to receipts and expenses:
 - a. During 2013, the CIC posted two adjustments to interest income which reduced revenue by approximately \$42. However, there was no support as to why these adjustments were made, and therefore, they should be removed from the CIC's ledgers.
 - b. During 2014, the CIC did not post March 2014 interest revenue in the amount of \$11. This amount should be added to the CIC's ledgers.
 - c. During 2014, the CIC did not post a check for \$5,000 which cleared the CIC's financial institution in November of 2014. This amount should be added to the CIC's ledgers.
 - d. During 2014, the CIC posted a check written for \$2,930 to their system as \$2,927, resulting in a \$3 error. This amount should be added to the CIC's ledgers.

Current Year Observations (Continued)

As a result of the errors, the CIC's book balance is overstated by \$4,950.

The CIC should review account postings to ensure receipts and expenses are posted accurately to the accounting system. Furthermore, implementing strong monitoring controls will aide in identifying posting variances.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive, flowing style.

Dave Yost
Auditor of State
Columbus, Ohio

August 27, 2015



Dave Yost • Auditor of State

WAYNE COUNTY COMMUNITY IMPROVEMENT CORPORATION

WAYNE 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
SEPTEMBER 15, 2015**