



OHIO AUDITOR OF STATE
KEITH FABER



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Ada Area Community Improvement Corporation
Hardin County
115 West Buckeye Avenue
Ada, OH 45810

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Ada Area Community Improvement Corporation, Hardin County (the Ada CIC) for the years ended December 31, 2020 and 2019.

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 Ada CIC's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the Ada CIC's financial statements, transactions or balances for the years ended December 31, 2020 and 2019.

The Ada 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.

Based on the results of our procedures, we found the following significant compliance issue to report.

Current Year Observations

- 1. Ohio Rev. Code § 149.43(B)(2)** requires "a public office to have available a copy of its current records retention schedule at a location readily available to the public." The Ada CIC did not have a records retention schedule. The Ada CIC should adopt a records retention schedule and post it in a location that is available to the public
- 2. Ohio Rev. Code §149.43(E)(2)** states, in part, that all public offices "shall adopt a public records policy in compliance with this section for responding to public records requests. In adopting a public records policy under this division, a public office may obtain guidance from the model public records policy developed and provided to the public office by the attorney general under section 109.43 of the Revised Code. The public office shall create a poster that describes its public records policy and shall post the poster in a conspicuous place in the public office and in all locations where the public office has branch offices." The public office may post its public records policy on the internet web site of the public office if the public office maintains an internet web site. The Ada CIC did not have a public records policy. A public records policy should be adopted and displayed as required by this Code Section.
- 3. Ohio Rev. Code § 1724.05**, requires, in part, that each community improvement corporation shall prepare annual financial reports that are prepared according to generally accepted accounting principles (GAAP). The financial statements shall be filed with the auditor of state within one hundred twenty days following the last day of the corporation's fiscal year, unless the auditor of state extends the deadline.

Current Year Observations (Continued)

The 2019 financial report was filed on September 27, 2020 which after the due date of May 29, 2020. Management's Discussion and Analysis and the Notes to the Financial Statements implied the financial statements were prepared according to Generally Accepted Accounting Principles (GAAP), including mention that the financial statements included a statement of net position; a statement of revenues, expenses, and changes in net position; and a statement of cash flows. However, the financial statements were not labeled according to these descriptions, did not include GAAP line item and balance terminology, and did not include a statement of cash flows.

The Ada CIC should implement a reminder system to ensure the annual financial reports are filed timely and that the financial statements are consistent with GAAP.

Current Status of Matter Reported in our Prior Engagement

The prior audit also included the matter for not filing timely which is reported as part of current observation #3.



Keith Faber
Auditor of State
Columbus, Ohio

July 14, 2021

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ADA AREA COMMUNITY IMPROVEMENT CORPORATION

HARDIN COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

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



Certified for Release 7/29/2021

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This report is a matter of public record and is available online at
www.ohioauditor.gov