



Dave Yost • Auditor of State





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## INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Boston Township – Village of Peninsula Joint Economic Development District  
Summit County  
1582 Main Street  
Peninsula, Ohio 44264

We have performed the procedures enumerated below, with which the Board of Directors and the management of Boston Township – Village of Peninsula 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 year ended December 31, 2015, 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 Village of Peninsula December 31, 2015 bank reconciliation as it includes the cash balances of the JEDD within the General Fund. We agreed the monthly receipts are disbursed before each month end, resulting in a zero fund balance associated with the JEDD activity. We found no exceptions.
2. We agreed the January 1, 2015 beginning fund balances recorded in the Cash Summary by Fund Report to the December 31, 2014 balances in the prior year statements. We found no exceptions.
3. We agreed the totals per the bank reconciliations to the total of the December 31, 2015 fund cash balances reported in the Cash Summary by Fund Report. The amounts agreed.

### Income Taxes

1. We confirmed the income tax amounts paid from the Regional Income Tax Agency and Central Collection Agency to the JEDD during 2015, with the Village.
  - a. We determined whether these receipts were allocated to the proper fund(s). We determined the Village improperly recorded all JEDD activity within the general fund as opposed to the agency fund where the Village's portion is subsequently disbursed and reported in the general fund as intergovernmental revenue and the Township's portion is disbursed directly from the agency fund.
  - b. We determined whether the receipts were recorded in the proper year. We found no exceptions.

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### **Income Taxes (Continued)**

2. We scanned the Receipt Detail Report for 2015 to determine whether it included all twelve monthly receipts from the Regional Income Tax Agency and/or Central Collection Agency. We noted no exceptions.
3. We attempted to agree the total amount of JEDD 2015 income tax collections per the Village JEDD activity within the Receipt Detail Report for 2015 to the tax revenue amount reported on the JEDD financial statements as submitted in the Hinkle system, noting a variance of \$120,431 due to incorrect information filed with the Hinkle system.

### **Debt**

1. The current year audit documentation disclosed no debt outstanding as of December 31, 2015.
2. We inquired of management, and scanned the Receipt Detail Report and Payment Listing Report for evidence of debt issued during 2015 or debt payment activity during 2015. We noted no new debt issuances or any debt payment activity during 2015.

### **Non-Payroll Cash Disbursements**

1. We selected all twelve disbursements from the Payment Listing Report for the year ended December 31, 2015 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 Payment Listing Report 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 determined all payments had been posted to the Village's general fund. The Village should be using an agency fund to account for all JEDD transactions with the Village and Township portion to be disbursed from the agency fund to the general fund and to the Township, respectively.
2. We attempted to agree the total amount of JEDD expenditures for 2015 per the JEDD financial statements as submitted in the Hinkle system to Village's share of JEDD income taxes as recorded in the general fund per the Village 2015 Receipt Detail and the Payment Listing reports, noting a variance of \$120,431 due to incorrect information filed with the Hinkle system.

### **Other Compliance**

Ohio Rev. Code Section 117.38 requires entities to file their financial information in the HINKLE system formerly known as the Annual Financial Data Reporting System (AFDRS) within 60 days after the close of the fiscal year. We reviewed AFDRS to verify the JEDD filed their financial information within the allotted timeframe for the year ended December 31, 2015. No exceptions noted.

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.

A handwritten signature in black ink that reads "Dave Yost". The signature is written in a cursive style with a large, looping initial "D".

**Dave Yost**  
Auditor of State  
Columbus, Ohio

October 7, 2016

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**BOSTON TOWNSHIP – VILLAGE OF PENINSULA JOINT ECONOMIC DEVELOPMENT DISTRICT  
SUMMIT 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  
OCTOBER 25, 2016**