



Dave Yost • Auditor of State



Dave Yost • Auditor of State

INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

City of Medina-Montville Township Joint Economic Development District
Medina County
6665 Wadsworth Road
Medina, Ohio 44256

We have performed the procedures enumerated below, which were agreed to by the Board of Directors and the management of the City of Medina-Montville Township Joint Economic Development District, Medina County, Ohio, (the District) on the receipts, disbursements and balances recorded in the District's cash basis accounting records for the years ended December 31, 2016 and 2015 and certain compliance requirements related to those transactions and balances, included in the information provided to us by the management of the District. The District is responsible for the receipts, disbursements and balances recorded in the cash basis accounting records for the years ended December 31, 2016 and 2015 and certain compliance requirements related to these transactions and balances included in the information provided to us by the District. 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 confirmed the District's fund balance reported on the December 31, 2016 Financial Statement of Governmental Funds to the balance reported by the financial institution. The balance agreed.
2. We agreed the January 1, 2015 beginning fund balance recorded in the Financial Statement of Governmental Funds to the December 31, 2014 balance in the prior year audited statements. We found no exceptions. We also agreed the January 1, 2016 beginning fund balance recorded in the Financial Statement of Governmental Funds to the December 31, 2015 balances in the Financial Statement of Governmental Funds. We found no exceptions.

Income Tax Cash Receipts

1. We confirmed the income tax amounts paid from the City of Medina to the District during 2016 and 2015 with the City. We found no exceptions. We inspected the Excel spreadsheet to determine the receipts were recorded in the proper year. We found no exceptions.
2. As required by Section 10 of the Bylaws, we inspected the Excel spreadsheet for 2016 and 2015 to determine whether each year included all twelve monthly receipts from the City of Medina. There were no exceptions.

Debt

1. The prior audit documentation disclosed no debt outstanding as of December 31, 2014.
2. We inquired of management, and inspected the Excel spreadsheet for evidence of debt issued during 2016 or 2015 or debt payment activity during 2016 or 2015. There were no new debt issuances, nor any debt payment activity during 2016 or 2015.

Non-Payroll Cash Disbursements

1. From the Excel spreadsheet, we re-footed checks recorded as disbursements for 2016 and 2015. We found no exceptions.
2. We selected all three disbursements from the Excel spreadsheet for the year ended December 31, 2016 and all six disbursements from 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 Excel spreadsheet and to the names and amounts on the supporting invoices. We found no exceptions.

Compliance – Bylaws

We confirmed 20% of District income taxes collected, net of expenses, were set-aside for maintenance and the remaining amount was distributed 50% to the Township and 50% to the City. We found no exceptions. Also, as required by Section 10 of the Bylaws, we inspected the Excel spreadsheet for 2016 and 2015 to determine whether income tax receipts were adjusted quarterly and distributed between the City of Medina, Montville Township, and the maintenance fund. We noted there were only three distributions made in 2016 and 2015.

Other Compliance

Ohio Rev. Code Section 117.38 requires entities to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. We confirmed the District filed their complete financial statements, in accordance with AOS Bulletin 2015-007 within the allotted timeframe for the year ended December 31, 2015. For the year-ended December 31, 2016, the District filed their financial statements within 60 days; however, the District amended their filing on June 26, 2017 to correct an error after their initial filing.

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

This report is for the use of the District to assist in evaluating its receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended December 31, 2016 and 2015, and certain compliance requirements related to these transactions and balances and is not suitable for any other purpose.

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

July 17, 2017

This page intentionally left blank.



Dave Yost • Auditor of State

CITY OF MEDINA – MONTVILLE TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT

MEDINA 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
AUGUST 1, 2017**