



OHIO AUDITOR OF STATE  
**KEITH FABER**





**COSHOCTON-FRANKLIN JOINT ECONOMIC DEVELOPMENT DISTRICT  
COSHOCTON COUNTY**

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

Coshocton-Franklin Joint Economic Development District  
Coshocton County  
760 Chestnut Street  
Coshocton, Ohio 43812

We have performed the procedures enumerated below, which were agreed to by the Board of Trustees and the management of Coshocton-Franklin Joint Economic Development District, Coshocton 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, 2018 and 2017 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, 2018 and 2017 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 and Investments

1. The City of Coshocton is custodian for the District's deposits and investments, and therefore the City's deposit and investment pool holds the District's assets. We compared the District's fund balances reported on its December 31, 2018 Statement of Receipts, Disbursements and Changes in Fund Balances to the balances reported in the City's accounting records. The amounts do not agree as the Statement of Receipts, Disbursements and Changes in Fund Balances shows a fund balance of \$0 while the City's accounting records show a balance of \$12,070. This is due to the timing of the quarterly disbursements occurring in the month following the quarter end.
2. We agreed the January 1, 2017 beginning fund balances recorded in the Statement of Receipts, Disbursements and Changes in Fund Balances report filed on the Hinkle System to the December 31, 2016 balances in the City's accounting records. We found that the amounts do not agree as the Statement of Receipts, Disbursements and Changes in Fund Balances shows a fund balance of \$0 while the City's accounting records show a balance of \$13,616. We also agreed the January 1, 2018 beginning fund balances recorded in the Statement of Receipts, Disbursements and Changes in Fund Balances report filed on the Hinkle System to the December 31, 2017 balances in the City's accounting records. We found that the amounts do not agree as the Statement of Receipts, Disbursements and Changes in Fund Balances shows a fund balance of \$0 while the City's accounting records show a balance of \$12,993. This is due to the timing of the quarterly disbursements occurring in the month following the quarter end.

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### **Income Taxes Receipts**

1. We confirmed the income tax amounts paid from the City of Coshocton to the District during 2018 and 2017, with the City. We found no exceptions.
  - a. We inspected the Revenue Audit Trail Report to determine whether these receipts were allocated to the proper fund. We found no exceptions.
  - b. We inspected the Revenue Audit Trail Report to determine the receipts were recorded in the proper year. We found no exceptions.
2. As required by Section 9 of the Coshocton-Franklin Joint Economic Development District contract, we inspected the Revenue Audit Trail Report for 2018 and 2017 to determine whether each year included all four quarterly receipts from the City of Coshocton. There were no exceptions.

### **Debt**

1. The prior basic audit documentation disclosed no debt outstanding as of December 31, 2016.
2. We inquired of management, and inspected the Revenue Audit Trail Report and Expense Audit Trail Report for evidence of debt issued during 2018 or 2017 or debt payment activity during 2018 or 2017. We noted no new debt issuances, nor any debt payment activity during 2018 or 2017.

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

We selected ten disbursements from the Expense Audit Trail Report for the year ended December 31, 2018 and ten from the year ended 2017 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 Expense Audit Trail Report. We found no exceptions.
- c. Payments were distributed in accordance with the JEDD agreement. We found no exceptions.
- d. 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**

We confirmed JEDD income taxes collected were disbursed 30% to the Township, 20% to the Coshocton Port Authority and 50% to the City as required by section 9 of the JEDD agreement. We found no exceptions.

### **Other Compliance**

Ohio Rev. Code § 117.38 requires districts to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. This statute also permits the Auditor of State to extend the deadline for filing a financial report and establish terms and conditions for any such extension. Auditor of State established policies regarding the filing of complete financial statements, as defined in AOS Bulletin 2015-007 in the Hinkle System. We confirmed the District filed their complete financial statements, as defined by AOS Bulletin 2015-007 and Auditor of State established policy within the allotted timeframe for the years ended December 31, 2018 and 2017 in the Hinkle system. There were no exceptions.

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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 JEDD'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 to provide assistance in the evaluation of the District's receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended December 31, 2018 and 2017, 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 "Keith Faber". The signature is written in a cursive, flowing style.

Keith Faber  
Auditor of State  
Columbus, Ohio

October 1, 2019

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# OHIO AUDITOR OF STATE KEITH FABER



**COSHOCTON-FRANKLIN JOINT ECONOMIC DEVELOPMENT DISTRICT**

**COSHOCTON 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 17, 2019**