



OHIO AUDITOR OF STATE
KEITH FABER



OHIO AUDITOR OF STATE KEITH FABER



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Community Improvement Corporation of Washington Courthouse
Fayette County
Washington Court House, Ohio 43160

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Community Improvement Corporation of Washington Court House, Fayette County, (the CIC) for the years ended December 31, 2019 and 2018.

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, 2019 and 2018.

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.

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

Current Year Observations

1. We noted that the CIC is not making timely deposits. After review, we noted there are sometimes several days between the date a payment is received and the day it is deposited. The deposits should be made no later than one business date after payment is received. Holding deposits for more than one business day can put the entity at risk for loss.
2. The CIC does not have a Public Records Policy or a Records Retention Policy in place as required by ORC 149.43(E)(2). This can cause improper access to CIC records and confusion as to how records may be obtained.

Current Status of Matters Reported in our Prior Engagement

1. We reported matters related to item 1 above in our prior engagement.

A handwritten signature in black ink that reads "Keith Faber".

Keith Faber
Auditor of State

Columbus, Ohio

May 07, 2020

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**COMMUNITY IMPROVEMENT CORPORATION OF WASHINGTON COURTHOUSE OHIO
FAYETTE 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
JUNE 2, 2020**