## COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE, ROSS COUNTY, INCLUDING CHILLICOTHE, OHIO, INC.

#### **FINANCIAL STATEMENTS**

**DECEMBER 31, 2008 and 2007** 



CERTIFIED PUBLIC ACCOUNTANTS

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## Mary Taylor, CPA Auditor of State

Board of Trustees Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. 45 East Main Street Chillicothe, Ohio 45601

We have reviewed the *Independent Auditor's Report* of the Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc., Ross County, prepared by Whited, Seigneur, Sams & Rahe CPAs, LLP, for the audit period January 1, 2007 through December 31, 2008. Based upon this review, we have accepted these reports in lieu of the audit required by Section 117.11, Revised Code. The Auditor of State did not audit the accompanying financial statements and, accordingly, we are unable to express, and do not express an opinion on them.

Our review was made in reference to the applicable sections of legislative criteria, as reflected by the Ohio Constitution, and the Revised Code, policies, procedures and guidelines of the Auditor of State, regulations and grant requirements. The Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. is responsible for compliance with these laws and regulations.

Mary Taylor, CPA Auditor of State

Mary Taylor

June 8, 2009



### COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE, ROSS COUNTY, INCLUDING CHILLICOTHE, OHIO, INC.

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### Whited Seigneur Sams & Rahe, LLP

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Nathan C. Baldwin, CPA

May 8, 2009

Board of Trustees Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. 45 East Main Street Chillicothe, OH 45601

#### **Independent Auditor's Report**

We have audited the accompanying statements of financial position of Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. (a nonprofit corporation) (the Organization), as of December 31, 2008 and 2007, and the related statements of activities and cash flows for the years then ended. These financial statements are the responsibility of the Organization's management. Our responsibility is to express an opinion on these financial statements based on our audits.

We conducted our audits in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and the significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audits provide a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. as of December 31, 2008 and 2007 and the changes in its net assets and its cash flows for the years then ended in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 8, 2009 on our consideration of Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and important in assessing the results of our audit.

Respectfully submitted,

Whited Seigneur Sams & Rahe

# COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE, ROSS COUNTY, INCLUDING CHILLICOTHE, OHIO, INC. STATEMENTS OF FINANCIAL POSITION DECEMBER 31, 2008 and 2007

	2008	2007		
ASSETS				
Current Assets Cash Interest Receivable Prepaid Expenses Total Current Assets	\$ 230,838 59 488 231,385	\$ 581,897 428 495 582,820		
Depreciable Assets Furniture & Equipment Less: Accumulated Depreciation Net Depreciable Assets	5,297 (5,297)	5,297 (5,059) 238		
Other Assets Industrial Park Land and Improvements Held for Resale Total Other Assets	2,011,454 2,011,454	1,480,816 1,480,816		
Total Assets	\$ 2,242,839	\$ 2,063,874		
LIABILITIES AND NE	T ASSETS			
Current Liabilities	. 7.000			
Accounts Payable Current portion of Notes Payable Unearned Grant Income Accrued Interest Payable Accrued Real Estate Taxes Total Current Liabilities	\$ 158 40,675 12,675 10,865 5,526 69,899	\$ 175 171,202 143,202 9,465 5,365 329,409		
Noncurrent Liabilities				
Long-term Notes Payable	487,325	356,798		
Total Liabilities	557,224	686,207		
Net Assets Unrestricted- Undesignated Unrestricted- Designated Total Unrestricted Temporarily Restricted Total Net Assets	45,020 1,534,796 1,579,816 105,799 1,685,615	37,126 1,232,040 1,269,166 108,501 1,377,667		
Total Liabilities and Net Assets	\$ 2,242,839	\$ 2,063,874		

## COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE, ROSS COUNTY, INCLUDING CHILLICOTHE, OHIO, INC. STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2008

	Unrestricted		Temporarily Restricted		Total	
Revenue and Other Support						
Donations	\$	31,811	\$	-	\$	31,811
Grants	·	130,527	·	_		130,527
Membership Dues		2,450		_		2,450
Interest on Deposits		3,425		2,198		5,623
Gain on Sale of Real Estate		173,736		· -		173,736
Miscellaneous		-		-		-
Net Assets Released from Restrictions:						
Satisfaction of Restriction by Payment		4,900		(4,900)		
Total Revenue and Other Support		346,849		(2,702)		344,147
Expenses						
Office Supplies		465		-		465
Accounting/Legal		562		-		562
Service Fee/Bank Charges		17		-		17
Consulting Fees		22,322		-		22,322
Donation Expense		-		-		-
Rent		2,400		-		2,400
Telephone		999		-		999
Miscellaneous		16		-		16
Depreciation		238		-		238
Insurance		2,880		-		2,880
Interest Expense		1,400		-		1,400
County Treasurer- Service Repair & Replacement		4,900				4,900
Total Expenses		36,199				36,199
Change in Net Assets		310,650		(2,702)		307,948
Net Assets, Beginning of Year		1,269,166		108,501		1,377,667
Net Assets, End of Year	\$	1,579,816	<u>\$</u>	105,799	<u>\$</u>	1,685,615

# COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE, ROSS COUNTY, INCLUDING CHILLICOTHE, OHIO, INC. STATEMENT OF ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2007

	Un	restricted		mporarily estricted		Total
Revenue and Other Support						
Donations	\$	32,159	\$	-	\$	32,159
Grants	•	356,798	·	-	•	356,798
Membership Dues		2,675		_		2,675
Interest on Deposits		11,567		13,204		24,771
Gain on Sale of Real Estate		<i>,</i> -		-		-
Miscellaneous		68		-		68
Net Assets Released from Restrictions:						
Satisfaction of Restriction by Payment		47,974		(47,974)		
Total Revenue and Other Support		451,241		(34,770)		416,471
Expenses						
Office Supplies		660		-		660
Accounting/Legal		5,737		-		5,737
Service Fee/Bank Charges		-		-		-
Consulting Fees		98,788		-		98,788
Donation Expense		37,415				37,415
Rent		2,400		-		2,400
Telephone		853		-		853
Miscellaneous		288		-		288
Depreciation		330		-		330
Insurance		2,861		-		2,861
Interest Expense		1,400		-		1,400
County Treasurer- Service Repair & Replacement		40,900				40,900
Total Expenses		191,632				191,632
Change in Net Assets		259,609		(34,770)		224,839
Net Assets, Beginning of Year		1,009,557		143,271		1,152,828
Net Assets, End of Year	\$	1,269,166	\$	108,501	\$	1,377,667

# COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE, ROSS COUNTY, INCLUDING CHILLICOTHE, OHIO, INC. STATEMENTS OF CASH FLOWS FOR THE YEARS ENDED DECEMBER 31, 2008 and 2007

		2008		2007
Cash Flows from Operating Activites				
Change in Net Assets	\$	307,948	\$	224,839
Adjustments to Reconcile Change in Net Assets to		·		·
Net Cash Provided by Operating Activities:				
Depreciation		238		330
Abandoned Capitalized Development Costs		-		74,861
Donated Land				37,415
(Increase)/Decrease in Operating Assets:				
Interest Receivable		369		944
Prepaid Expenses		7		(7)
Increase/(Decrease) in Operating Liabilities:				
Accounts Payable		(17)		(166)
Unearned Income		(130,527)		143,202
Accrued Interest Expense		1,400		1,400
Accrued Real Estate Tax Payable		<u>161</u>		202
Net Cash Provided by Operating Activities		179,579		483,020
Cash Flows from Investing Activities				
Capital Expenditures		(654,427)		(860,846)
Proceeds from Sale of Land and Improvements				
Held for Resale		123,789		<u>-</u>
Net Cash Used by Investing Activities		(530,638)		(860,846)
Cook Flows from Financing Activities				
Cash Flows from Financing Activities Cash Received from Loan Proceeds				500 000
Casii Neceiveu IIoiii Loaii Fioceeus		<u>-</u> _		500,000
Net Cash Provided by Financing Activites		<u>-</u>	_	500,000
Net Increase (Decrease) in Cash and Cash Equivalents		(351,059)		122,174
The mercado (Boordado) in Caon and Caon Equivalente		(301,000)		· , · · · · ·
Cash and Cash Equivalents, Beginning of Year		581,897		459,723
Cash and Cash Equivalents, End of Year	<u>\$</u>	230,838	\$	581,897

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### Nature of Activities and Organizational Programs

The Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. (the Organization) is a nonprofit organization exempt from federal income taxes under Section 501(c)(6) of the Internal Revenue Code. The Organization was formed in 1964 to encourage and promote the industrial, economic, commercial and civic development of Ross County and the territory surrounding Chillicothe. Resources for the Organization's activities are primarily provided by donations and contributions from local governments and businesses.

The Organization's basic programs are:

- The administration of a Revolving Loan Fund, which makes low interest loans available to local business entities that encourage economic development and create jobs in the community.
- The encouragement of both foreign and domestic investment in the local community, as well as publicizing the advantage of locating job-creating industries in the Chillicothe-Ross County area.
- 3) The Organization facilitates real estate transactions for the county and city to encourage new business to locate in the community.

#### Basis of Accounting

The accounts of the Organization are maintained, and the financial statements are prepared on the accrual basis of accounting. Therefore, revenues are recognized when earned rather than when received and expenses are recognized when incurred rather than when the obligation was paid.

#### • Property and Depreciation

Depreciable assets are recorded at cost. Depreciation of depreciable assets is determined by the individual asset on a straight-line basis. The estimated useful lives of the furniture and equipment are five years.

Minor renewals and replacements are charged against income while major renewals and replacements are charged to appropriate asset accounts.

#### Federal Income Tax

No provisions are made for federal, state, or local income tax because the Organization is tax exempt under Section 501(c)(6) of the Internal Revenue Code.

#### • Cash Equivalents

The Organization considers all short-term investments with an original maturity of three months or less when acquired to be cash equivalents for the cash flows statement. The Organization had no cash equivalents at December 31, 2008 or 2007.

#### 1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

#### Financial Statement Presentation

The Organization has adopted Statement of Financial Accounting Standards (SFAS) No. 117, Financial Statements of Not-for-Profit Organizations. Under SFAS No. 117, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. In addition, the Organization is required to present a statement of cash flows. Fund accounting is used internally to track designated and restricted accounts. This is the procedure by which resources for various purposes are classified for accounting and reporting purposes into funds that are in accordance with activities or objectives specified. Separate accounts are maintained for each fund. The internal funds and related net asset classifications are as follows:

- General Fund (Unrestricted) Economic development activities;
- Industrial Park Fund (Unrestricted Designated) Development and construction of industrial parks; and
- Revolving Loan Fund (Temporarily Restricted) Community Development Block Grant revolving loan funds.

#### Contributions

The Organization has also adopted SFAS No. 116, *Accounting for Contributions Received and Contributions Made*. Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted net assets depending on the existence or nature of any donor restrictions.

#### Estimates

The preparation of financial statements in conformity with the accrual basis of accounting requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

#### Advertising

The Organization expenses advertising costs as they are incurred and billed. There were no advertising costs for the years ended December 31, 2008 and 2007, respectively.

#### 2. RESTRICTIONS ON NET ASSETS

All of the restrictions on net assets at the end of 2008 and 2007 relate to Community Development Block Grants received in prior years for use in the revolving loan program and program income generated through operation of the program. In 2007, the Organization transferred \$36,000 of the revolving loan funds to the County Building Department for the purpose of awarding a new loan.

#### 3. DONATIONS AND GRANTS

The following cash donations for economic development were received in 2008 and 2007:

	2008		2007
AKM	\$ -	- \$	150
Glatfelter	2,500	)	2,000
Infosight Corp.	-	-	350
Kenworth	2,136	6	2,959
New Page	5,000	)	5,000
Ross Energy LLC	5,000	)	5,000
Ross County Commissioners	10,000	)	10,000
Vitatoe	350	)	700
YSK	6,825	<u> </u>	6,000
	\$ 31,811	<u>\$</u>	32,159

#### 4. PASS-THROUGH TRANSACTIONS

The Community Improvement Corporation facilitates real estate transactions for Ross County and the City of Chillicothe to encourage new businesses to locate in the community. There were no pass-through transactions in 2008 or 2007.

#### 5. UNEARNED INCOME

In 2007, the Organization received a \$500,000 Rural Development Initiative Grant from the Ohio Department of Development to assist in the cost of the construction of a "Spec" building in the Gateway Industrial Park. The grant agreement called for the lesser of \$500,000 or 32.57% of the total allowable costs to be incurred. The amount of unearned income at December 31, 2008 and 2007 was \$12,675 and \$143,202 respectively.

#### 6. RELATED PARTY RELATIONSHIPS AND TRANSACTIONS

The Greater Chillicothe Chamber of Commerce and the Organization have directors that are members of both boards. The Organization began renting office space from the Chamber of Commerce in August 2005. Total rent paid to the Chamber of Commerce for 2008 and 2007 was \$2,400 and \$2,400, respectively.

#### 7. CONCENTRATION OF CREDIT RISK

Community Improvement Corporation maintains cash balances at several financial institutions located in the Chillicothe area. Accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$100,000 for year ended December 31, 2007. For year ended December 31, 2008, accounts at each institution are insured by the Federal Deposit Insurance Corporation up to \$250,000. At December 31, 2008 and 2007, the Organization had uninsured funds in the amount of \$0 and \$462,931, respectively.

#### 8. INDUSTRIAL PARK DEVELOPMENT

In October 1997, the City of Chillicothe transferred ownership of 91.945 acres of land to the Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. This land, intended for development and construction of an Industrial Park, had been appraised by the Ross County Auditor's Office - Real Estate Division in the amount of \$101,140. The Organization has capitalized design, survey, taxes and other costs associated with the development of the property in accordance with Statement of Financial Accounting Standards No. 67, *Accounting for Costs and Initial Rental Operations of Real Estate Projects*. In 2007, the Organization donated 1.873 acres along State Route 104 to the Ohio Department of Transportation and in 2008, the Organization sold 5.134 acres, leaving 44.640 acres.

#### 9. NOTE PAYABLE

In February 2000, the Organization obtained a loan from the Ross County Development Fund in the amount of \$8,000. An additional \$10,000 was borrowed in March 2001. Another \$10,000 was borrowed in March 2002. These loans, totaling \$28,000, include repayment with 5% interest and will be repaid at the rate of \$934 per acre of land sold in the foreign trade zone of Gateway Interchange Industrial Park until paid in full and the balance is considered a current liability at December 31, 2008 and 2007, respectively.

In 2007, the Organization received a \$500,000 loan from the Ohio Department of Development Rural Industrial Park Loan Program with a zero percent interest for years one through five of the loan and at the rate of 4% for years six through fifteen of the loan or until paid. No payments are due in years one through five. Beginning in year six, the principal balance of the loan and interest on that amount shall be paid in 120 monthly payments in addition the Organization is required to pay a monthly servicing fee equal to .02% of the outstanding principal of the loan throughout the balance of the loan. Amounts subject to repayment based upon a percentage of the total cost of the project are reflected as current and amounted to \$12,675 and \$143,202 at December 31, 2008 and 2007, respectively.

#### **Future Commitments**

Principal payments for all debt obligations as of December 31, 2008 are as follows:

	Ros	ss County	Ohio				
	Development		Dep	Department of			
Year Ended December 31:		Fund	De	velopment		Total	
2009	\$	28,000	\$	12,675	\$	40,675	
2010		-		-		-	
2011		-		-		-	
2012		-		30,971		30,971	
2013		-		39,594		39,594	
Thereafter		-		416,760		416,760	
	\$	28,000	\$	500,000	\$	528,000	

#### 10. COMMITMENTS

In 1989, the Organization entered into a contract with the Ross County Commissioners to administer a revolving loan fund, which is part of the Community Development Block Grant program. In 2001, the Office of Housing and Community Partnerships within the Ohio Department of Development reviewed and approved the Ross County Commissioners' request to use up to \$294,000 of revolving loan funds (being administered by the Organization) to assist with the County's new rural sewer repair or replacement program. A schedule was established to allow the County to draw the revolving loan funds from the Organization over a five year period, ending in 2005.

The following table illustrates the draw schedule, actual draws made and balance available for future draws:

	Sc	heduled		Actual		ommitment
		Draws		Draws		Remaining
2001	\$	49,000	\$	49,000	\$	245,000
2002		98,000		73,500		171,500
2003		73,500		49,000		122,500
2004		49,000		9,800		112,700
2005		24,500		4,900		107,800
2006		-		4,900		102,900
2007		-		4,900		98,000
2008		-		4,900		93,100
	\$	294,000	\$	200,900		

In 2008 and 2007, the Ross County Planning Department limited draws to only \$4,900 per year to cover maximum allowed administrative costs due to a lack of need for additional revolving loan funds.

### Whited Seigneur Sams & Rahe, LLP

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May 8, 2009

Board of Trustees Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc.

### Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards

We have audited the financial statements of Community Improvement Corporation of Greater Chillicothe, Ross County, Including Chillicothe, Ohio, Inc. (a nonprofit Organization) as of and for the years ended December 31, 2008 and 2007, and have issued our report thereon dated May 8, 2009. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

#### **Internal Control Over Financial Reporting**

In planning and performing our audit, we considered the Organization's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over financial reporting.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Organization's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles, such that there is more than a remote likelihood that a misstatement of the Organization's financial statements that is more than inconsequential will not be prevented or detected by the Organization's internal control.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Organization's internal control.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies in the internal control that might be significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

#### **Compliance and Other Matters**

As part of obtaining reasonable assurance about whether the Organization's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the Organization in a separate letter dated May 8, 2009.

This report is intended solely for the information and use of management, Board of Directors, City of Chillicothe and Ross County, and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully submitted,

Whited Seigneur Lame & Rahe



## Mary Taylor, CPA Auditor of State

### COMMUNITY IMPROVEMENT CORPORATION OF GREATER CHILLICOTHE ROSS 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.

**CLERK OF THE BUREAU** 

Susan Babbitt

CERTIFIED JUNE 18, 2009