



Dave Yost • Auditor of State



**GEAUGA COUNTY TOURISM COUNCIL  
GEAUGA COUNTY**

**TABLE OF CONTENTS**

<b>TITLE</b>	<b>PAGE</b>
Independent Accountants' Report on Applying Agreed-Upon Procedures.....	1

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

Geauga County Tourism Council  
Geauga County  
P.O. Box 846  
Middlefield, Ohio 44062

To the Board of Trustees:

We have performed the procedures enumerated below, to which the management of the Geauga County Tourism Council (the Council) agreed, solely to assist the Council in evaluating whether it recorded all lodging taxes it received from Geauga County, and to help evaluate whether the Council disbursed these lodging taxes for allowable purposes described below for the year ended June 30, 2011 and the six months ended June 30, 2010. The Council is responsible for disbursing lodging taxes for allowable purposes. We followed the American Institute of Certified Public Accountants' attestation standards for agreed-upon procedures engagements 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 Bureau. 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.

### Cash Receipts

1. We confirmed with the Geauga County Auditor (appropriations GR-001) the lodging taxes it paid to the Council during the years ending June 30, 2011 and the six months ended June 30, 2010. The Auditor confirmed the following amounts:

Periods Ended	Amount
Year ended June 30, 2011	\$53,767
Six months ended June 30, 2010	\$20,291

2. We compared the amounts from step 1 to amounts recorded as lodging tax receipts on the Council's cash receipts journal. We found no exceptions.

### Cash Disbursements

1. We inquired of management regarding sources describing allowable purposes or restrictions related to the Council's disbursements of lodging taxes. We listed these sources and summarized significant related restrictions below:

#### Source of Restrictions

- a. The Bureau's Articles of Incorporation
- b. The Bureau's 501(c)(6) Tax Exemption
- c. Ohio Rev. Code Section 5739.09(A)(2).

The Bureau's tax exemption prohibits it from disbursements supporting a candidate's election.

Ohio Rev. Code Section 5739.09(A)(2) restricts the Bureau to spending lodging tax "specifically for promotion, advertising, and marketing of the region in which the county is located.

Auditor of State Bulletin 2003-005 deems any disbursement of public funds (e.g. lodging taxes) for alcohol to be improper.

2. We haphazardly selected thirty-four disbursements of lodging taxes from the year ended June 30, 2011 and the six months ended June 30, 2010. We compared the purpose for these disbursements as documented on vendor invoices or other supporting documentation to the sources of restrictions listed in *Cash Disbursements Step 1* above. We found no instances where the purpose described on the invoice or other supporting documentation described a violation the restrictions listed above.

We were not engaged to, and did not examine the Council's lodging tax receipts and disbursements for the year ended June 30, 2011 and the six months ended June 30, 2010, the objective of which would have been to opine on lodging tax receipts and disbursements. Accordingly, we do not express an opinion. Had we performed additional procedures, other matters might have come to our attention that we would have reported to you.

This report is intended solely for the information and use of the Council and is not intended to be, and should not be used by anyone else.



**Dave Yost**  
Auditor of State

June 22, 2012



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**GEAUGA COUNTY TOURISM COUNCIL**

**GEAUGA 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  
JULY 05, 2012**