



Dave Yost • Auditor of State





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

Springfield Township Joint Economic Development Zone I  
Hamilton County  
7700 Perry Street  
Mt. Healthy, Ohio 45231

We have performed the procedures enumerated below, which were agreed to by the Board of Trustees and the management of the Springfield Township Joint Economic Development Zone, Hamilton County, Ohio (the JEDZ), on the receipts, disbursements and balances recorded in the JEDZ'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 JEDZ. The JEDZ 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 JEDZ. 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 compared the JEDZ's fund balance reported on its December 31, 2016 bank statement to the balance reported in its annual report. The amounts agreed.
2. We agreed the January 1, 2015 beginning fund balances recorded in the annual report to the December 31, 2014 bank balance. We found no exceptions. We also agreed the January 1, 2016 beginning fund balances recorded in the annual report to the December 31, 2015 balance in the annual report. We found no exceptions.

### Income Taxes

1. We confirmed the income tax amounts paid from RITA to the City of Mount Healthy during 2016 and 2015. We found no exceptions.
2. We inspected the financial statements for 2016 and 2015 to determine whether each year included twelve monthly receipts from RITA. We found no exceptions.
3. As required by section 4.3 of the JEDZ contract, we inspected the bank statements for 2016 and 2015 to determine whether income tax receipts were maintained in separate bank accounts and not comingled with other receipts. There were no exceptions.

**Debt**

1. The prior entity documentation disclosed no debt outstanding as of December 31, 2014.
2. We inquired of management, and inspected the financial statements and bank statements 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. We selected all of the disbursements for distribution to the City of Mount Healthy and Springfield Township from the financial statements and bank statements for the year ended December 31, 2016 and 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 check register and to the names and amounts on the supporting invoices. We found no exceptions.
  - c. 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**

1. We confirmed JEDZ income taxes collected were disbursed 85% to the Township and 15% to the City for the first \$1,500,000 of income tax revenue received for each year and 90% to the Township and 10% to the City for all tax receipts received in excess of \$1,500,000 as required by section 4.5 of the JEDZ by-laws. We found no exceptions.
2. In June, 2015, the JEDZ received a retainer refund in the amount of \$5,289. However, the JEDZ did not disburse any of this money to the Township or the City.

**Other Compliance**

Ohio Rev. Code Section 117.38 requires cash-basis entities to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. We confirmed the JEDZ filed their complete financial statements, as defined by AOS Bulletin 2015-007 for the years ended December 31, 2016 and 2015. Financial information for 2016 and 2015 was filed on August 9, 2017 and August 17, 2017, respectively, which was not within the allotted timeframe.

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 JEDZ'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.

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This report is to provide assistance in it's the evaluation of the JEDZ's 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 style with a large, looping initial "D".

**Dave Yost**  
Auditor of State

Columbus, Ohio

September 28, 2017

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**SPRINGFIELD TOWNSHIP JOINT ECONOMIC DEVELOPMENT ZONE 1**

**HAMILTON 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 10, 2017**