



**CUYAHOGA DEMOCRATIC PARTY  
CUYAHOGA COUNTY**

**AGREED-UPON PROCEDURES**

**FOR THE YEAR ENDED DECEMBER 31, 2001**



**JIM PETRO**  
**AUDITOR OF STATE**  

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**STATE OF OHIO**



**CUYAHOGA DEMOCRATIC PARTY  
CUYAHOGA COUNTY**

**TABLE OF CONTENTS**

<b>TITLE</b>	<b>PAGE</b>
Report of Independent Accountants on Applying Agreed-Upon Procedures .....	1
Ohio Campaign Finance Report for the Year Ended December 31, 2001(Unaudited) .....	3

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**STATE OF OHIO  
OFFICE OF THE AUDITOR**

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**REPORT OF INDEPENDENT ACCOUNTANTS ON APPLYING AGREED-UPON PROCEDURES**

Cuyahoga Democratic Party Executive Committee  
Cuyahoga County  
1466 St. Clair Avenue NE  
Cleveland, Ohio 44114

We have performed the procedures enumerated below, which were agreed to by the Cuyahoga Democratic Party Executive Committee, solely to assist the Committee in evaluating its compliance with Sections 3517.17 and 3517.18 of the Ohio Revised Code for the year ended December 31, 2001. Management is responsible for the Committee's compliance with those requirements. We followed the American Institute of Certified Public Accountants' attestation standards for agreed-upon procedures engagements. The sufficiency of the procedures is solely the responsibility of the Executive Committee. 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.

The procedures and associated findings are as follows:

**Cash Receipts**

We confirmed the Ohio Political Party Fund receipts with the State of Ohio and agreed them to amounts shown on the Ohio Campaign Finance Report. We found no exceptions.

**Cash Reconciliation**

1. We compared the sum of the cash balances recorded on the Committee's Ohio Campaign Finance Report with the cash balances reconciled by Chris Green for the Cuyahoga Democratic Party as of December 31, 2001. We found that the ending cash balance recorded on the Ohio Campaign Finance Report was \$75.01 and the cash balance recorded on the bank reconciliation was \$38.80, a difference of \$36.21.
2. We recomputed the mathematical accuracy of the reconciliation. We found no computational errors.
3. We agreed bank balances on the reconciliation with month end bank statements. The balances agreed.

**Cash Disbursements**

1. We footed the check register and compared the register totals to the disbursement totals on the political party fund finance report. The amounts agreed.
2. Using nonstatistical sampling methods, we selected four disbursement transactions using a random number table, and traced the payee and amount to source documentation such as invoices and canceled checks. We also compared the payees on the checks to the names on the invoices. The payees and amounts recorded in the check register agreed to the payees and amounts on the canceled checks.
3. We compared the signature on the check to the list of authorized signatories the Committee provided to us. We compared the endorsement to the payee listed on the check. The signatory on all checks we selected was an approved signatory.
4. We compared the purpose for the disbursement with the allowable uses described in Section 3517.18 of the Ohio Revised Code. We found no exceptions.

### **Payroll Disbursements**

We compared all personnel positions paid with Ohio Political Fund monies with those allowable under Section 3517.18 of the Ohio Revised Code. We found no exceptions.

We were not engaged to, and did not, perform an examination, the objective of which would be the expression of an opinion on compliance of the political party fund finance report which is attached to this report. Accordingly, we do not express such 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 Executive Committee and is not intended to be and should not be used by anyone else.

A handwritten signature in black ink, appearing to read "Jim Petro", with a large, stylized flourish at the end.

**Jim Petro**  
Auditor of State

June 3, 2002

**CUYAHOGA DEMOCRATIC PARTY  
CUYAHOGA COUNTY**

**OHIO CAMPAIGN FINANCE REPORT  
FOR THE YEAR ENDED DECEMBER 31, 2001 (UNAUDITED)**

<b>BEGINNING BALANCE, JANUARY 1, 2001</b>		<b>\$ 1,210</b>
<b>RECEIPTS:</b>		
<b>INTEREST</b>	<b>10</b>	
<b>STATE DISTRIBUTION</b>	<b><u>18,855</u></b>	
<b>TOTAL RECEIPTS</b>		<b><u>18,865</u></b>
<b>DISBURSEMENTS:</b>		
<b>RENT</b>	<b>2,700</b>	
<b>OTHER</b>	<b><u>17,300</u></b>	
<b>TOTAL DISBURSEMENTS</b>		<b><u>(20,000)</u></b>
<b>ENDING BALANCE, DECEMBER 31, 2001</b>		<b>\$ <u>75</u></b>

(See Independent Accountants Report.)







STATE OF OHIO  
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**DEMOCRATIC PARTY**

**CUYAHOGA 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 27, 2002**