



OHIO AUDITOR OF STATE  
**KEITH FABER**





# OHIO AUDITOR OF STATE KEITH FABER



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

Hamilton-Indian Springs Joint Economic Development District  
Butler County  
6032 Morris Road  
Hamilton, Ohio 45011

We have performed the procedures enumerated below, which were agreed to by the Board of Trustees and the management of Hamilton-Indian Springs Joint Economic Development District (the District) on the receipts, disbursements and balances recorded in the Districts cash basis accounting records for the years ended December 31, 2018 and 2017 and certain compliance requirements related to those transactions and balances, included in the information provided to us by the management of the District. The District is responsible for the receipts, disbursements and balances recorded in the cash basis accounting records for the years ended December 31, 2018 and 2017 and certain compliance requirements related to these transactions and balances included in the information provided to us by the District. 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. The City of Hamilton is custodian for the District's deposits, and therefore the City's deposit and investment pool holds the Districts assets. We compared the District's fund balances reported on its December 31, 2018 Fund Balance to the balances reported in City of Hamilton's accounting records. The amounts agreed.
2. We agreed the January 1, 2017 beginning fund balances recorded in the Fund Ledger Report to the December 31, 2016 balances in the documentation in the prior year Agreed-Upon Procedures working papers. We found no exceptions. We also agreed the January 1, 2018 beginning fund balances recorded in the Fund Ledger Report to the December 31, 2017 balances in the Fund Ledger Report. We found no exceptions.

### Income Taxes

1. We confirmed the income tax amounts paid from the City of Hamilton to the District during 2018 and 2017, with the City. The amounts agreed.
  - a. We inspected the fund balance ledgers to determine whether these receipts were allocated to the proper funds. We found no exceptions.
  - b. We inspected the fund balance ledgers to determine the receipts were recorded in the proper year. We found no exceptions.

### **Non-Payroll Cash Disbursements**

1. We selected a sample (agreed upon) of 10 disbursements from the Fund Ledgers for the year ended December 31, 2018 and 10 from the year ended 2017 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 ACH payment letter agreed to the payee name and amount recorded in the Fund Ledgers and to the names and amounts on the supporting documentation. 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**

We confirmed JEDD I income taxes collected were disbursed 25% to the Township and 75% to the City as required by section 11 of the JEDD contract. We found no exceptions.

We confirmed JEDD II income taxes collected were disbursed 75% to the Township and 25% to the City as required by section 6 of the amendment to the contract of the JEDD contract. We found no exceptions.

We confirmed JEDD III income taxes collected were disbursed 50% to the Township and 50% to the City as required by section 5 of the JEDD contract. We found no exceptions.

### **Other Compliance**

1. Ohio Rev. Code Section 117.38 requires districts to file their financial information in the HINKLE system within 60 days after the close of the fiscal year. This statute also permits the Auditor of State to extend the deadline for filing a financial report and establish terms and conditions for any such extension. Auditor of State established policies regarding the filing of complete financial statements, as defined in AOS Bulletin 2015-007 in the Hinkle System. We confirmed the District filed their complete financial statements, as defined by AOS Bulletin 2015-007 and Auditor of State established policy within the allotted timeframe for the years ended December 31, 2018 and 2017 in the Hinkle system. There were no exceptions.

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 JEDD'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.

This report is to provide assistance in it's the evaluation of the District's receipts, disbursements and balances recorded in their cash-basis accounting records for the years ended December 31, 2018 and 2017, 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 "Keith Faber". The signature is written in a cursive, flowing style.

Keith Faber  
Auditor of State

Columbus, Ohio

September 17, 2019

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# OHIO AUDITOR OF STATE KEITH FABER



**HAMILTON – INDIAN SPRINGS JOINT ECONOMIC DEVELOPMENT DISTRICT**

**BUTLER 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  
NOVEMBER 7, 2019**