



OHIO AUDITOR OF STATE
KEITH FABER



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Community Improvement Corporation of Tuscarawas County
Tuscarawas County
1776 Tech Park Drive NE, Suite 102
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We have completed certain procedures in accordance with Ohio Rev. Code § 117.01(G) to the accounting records and related documents of the Community Improvement Corporation of Tuscarawas County, Tuscarawas County, Ohio (the CIC), for the years ended October 31, 2019 and 2018.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code § 117.11(A). Because our procedures were not designed to opine on the CIC's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the CIC's financial statements, transactions or balances for the years ended October 31, 2019 and 2018.

The CIC's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code § 117.11(A) is to examine, analyze and inspect these records and documents.

Based on the results of our procedures, we found the following significant compliance or accounting issues to report.

Current Year Observation

CIC expenditures should be supported with itemized invoices and receipts to clearly document the purchases made on behalf of the CIC. The itemized invoices should be included with other pertinent purchase information and be maintained as a voucher packet by the CIC. During 2019 and 2018, the CIC did not maintain a voucher packet for one out of seven transactions in the amount of \$78 made to the Interim Director. Failure to maintain a voucher packet, including an itemized invoice, could result in improper public purchases with CIC funds.

As items are purchased by the CIC, an itemized invoice or receipts should be maintained in a voucher packet and used by the Interim Director and Treasurer when issuing payment to a vendor. This will reduce the risk of overpayment or underpayment by the CIC.

Current Status of Matter Reported in our Prior Engagement

The CIC owned the mineral rights to six parcels in Tuscarawas County (County). The CIC owned the land to three parcels and did not own the land for the remaining three parcels. For the three parcels where the CIC owns the mineral rights and not the land, the CIC was required to report the value of the mineral rights as an intangible asset on the financial statements. However, the CIC elected to omit a value for the mineral rights. For the remaining three parcels that the CIC owned and for which it maintained the mineral rights, no additional valuation was required due to the CIC's ownership of the land.

Current Status of Matter Reported in our Prior Engagement (Continued)

The CIC should hire a specialist to determine what value, if any, the mineral rights have for the three parcels to which the CIC maintains only mineral rights. The CIC should maintain that documentation and report the value of the mineral rights as an intangible asset on their financial statements. This will help ensure the financial statements are presented fairly.



Keith Faber
Auditor of State
Columbus, Ohio

August 28, 2020

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COMMUNITY IMPROVEMENT CORPORATION OF TUSCARAWAS

TUSCARAWAS COUNTY

AUDITOR OF STATE OF OHIO CERTIFICATION

This is a true and correct copy of the report, which is required to be filed pursuant to Section 117.26, Revised Code, and which is filed in the Office of the Ohio Auditor of State in Columbus, Ohio.



Certified for Release 9/10/2020

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This report is a matter of public record and is available online at
www.ohioauditor.gov