



OHIO AUDITOR OF STATE
KEITH FABER



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Community Improvement Corporation of the East Liverpool Area
Columbiana County
PO Box 94
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We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Community Improvement Corporation of the East Liverpool Area, Columbiana County, (the CIC) for the years ended September 30, 2020 and 2019.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code Section 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 September 30, 2020 and 2019.

The CIC's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code Section 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 Observations

1. **Ohio Rev. Code § 117.38** requires each public office to file an annual financial report made in accordance with forms prescribed by the Auditor of State. A Community Improvement Corporation (CIC) shall file their annual report within one hundred and twenty (120) days after the close of the fiscal year end. The CIC's fiscal year 2020 and 2019 reports were due January 28, 2021 and 2020, respectively, however, were not filed until April 20, 2021 and June 19, 2020. The CIC should ensure a complete report is filed on or before the 120 day reporting deadline.
2. The reconciliation of cash (bank) balances to accounting system records (book) to the accounting system is the most basic and primary control process performed. Lack of completing an accurate and timely reconciliation may allow for accounting errors, theft and fraud to occur without timely detection. The Fiscal Officer is responsible for reconciling the book (fund) balance to the total bank balance on a monthly basis, and the Board and/or other administrator are responsible for reviewing the reconciliations and related support. The Treasurer failed to record the interest income earned for two year period amounting to \$644. The CIC should ensure interest income is recorded on a timely basis.
3. The CIC reports Notes receivable on the financial statements for monies loaned to citizens and companies in prior years. A review of the notes receivable identified two notes where the balances did not agree to the amortization schedule and supporting documentation, and no payments have been made on the outstanding loans for several years. This is the result of the CIC not reviewing the notes receivable and properly updating the balances. The CIC should review the loans receivable balances and ensure they are updated throughout the year and accurately reported on the financial statements.

Current Status of Matters Reported in our Prior Engagement

1. In addition to the annual financial reporting and notes receivable matters reported in items 1 and 3 above, our prior audit for the years ended September 30, 2020 and 2019 included a matter regarding the CIC's Quickbooks accounting system reports beginning and ending balances not agreeing to the CIC's financial statements. The CIC made entries to the accounting system to ensure the accounting system and financial statements agree.



Keith Faber
Auditor of State
Columbus, Ohio

June 1, 2021

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**COMMUNITY IMPROVEMENT CORPORATION OF THE EAST LIVERPOOL AREA
COLUMBIANA 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 6/15/2021

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