



Dave Yost • Auditor of State

**PRAIRIE TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT
FRANKLIN COUNTY**

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INDEPENDENT ACCOUNTANTS' REPORT ON APPLYING AGREED-UPON PROCEDURES

Prairie Township Joint Economic Development District
Franklin County
23 Maple Drive
Columbus, Ohio 43228

We have performed the procedures enumerated below, which were agreed to by the Board of Trustees and the management of Prairie Township Joint Economic Development District (the District) on the receipts, disbursements and balances recorded in the District'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 District. The District 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 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. We tested the mathematical accuracy of the December 31, 2016 bank reconciliation. The District did not document completion of a bank reconciliation for December 31, 2016.
2. We confirmed the December 31, 2016 bank account balance with the District's financial institution. We also agreed the confirmed balances to the amounts appearing in the December 31, 2016 General Ledger Report. The amounts agreed.
3. We agreed the January 1, 2015 beginning fund balances recorded in the General Ledger to the December 31, 2014 balances in the prior year audited statements. We found no exceptions. We also agreed the January 1, 2016 beginning fund balances recorded in the General Ledger to the December 31, 2015 balances in the General Ledger. We found no exceptions.
4. We selected the one reconciling debit (outstanding check) at December 31, 2016 and:
 - a. We traced the debit to the subsequent January bank statement. We found no exceptions.
 - b. We traced the amount and date to the check register, to determine the debit was dated prior to December 31. We found no exceptions.

Income Taxes

1. We confirmed the income tax amounts paid from the City of Columbus to the District during 2016 and 2015, with the City. We found no exceptions.
 - a. We inspected the General Ledger to determine the receipts were recorded in the proper year. We found no exceptions.

Income Taxes (Continued)

2. As required by Section 8 of the District Contract, we inspected the General Ledger for 2016 and 2015 to determine whether each year included all four quarterly receipts from the City of Columbus. There were no exceptions.

Non-Payroll Cash Disbursements

1. We haphazardly selected all disbursements from the General Ledger for the year ended December 31, 2016 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 General Ledger and to the names and amounts on the supporting invoices. The District was unable to provide the canceled checks.
 - 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 – District Contract

1. We confirmed District income taxes collected were disbursed as follows: Party Revenues were disbursed 50% to the Township and 50% to the City and Project Revenues were disbursed 100% to the Township as required by section 8 of the District Contract. We found no exceptions.
2. Section 5 of the District Contract requires the District to adopt an annual budget. The District did not prepare a budget for the years ending December 31, 2016 or December 31, 2015.
3. Section 8 of the District Contract requires the District's annual operating expenses be less than one quarter of one percent (.25%) of the estimated District Income Tax revenues for the year. We recalculated .25% of the District's estimated Income Tax revenue and compared operating expenses to this calculation. We found no exceptions.

Other Compliance

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, in addition to filing extensions granted for extenuating circumstances, allow for refiling complete financial statements, as defined in AOS Bulletin 2015-007 in the Hinkle System for December 31, 2017 and 2016 fiscal year ends included in 2015-2016 or 2016-2017 agreed up on procedure engagements, subsequent to the District's deadline where the initial filing was filed on time but incomplete. 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, 2016 in the Hinkle system. No exceptions noted. Financial information was filed on December 18, 2016 for the year ended December 31, 2015, 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 District'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, 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

October 31, 2017

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PRAIRIE TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT

FRANKLIN 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
DECEMBER 5, 2017**