



OHIO AUDITOR OF STATE
KEITH FABER



OHIO AUDITOR OF STATE KEITH FABER



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BASIC AUDIT REPORT

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

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Prairie Township Joint Economic Development District, Franklin County, (the District) for the years ended December 31, 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 District's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the District's financial statements, transactions or balances for the years ended December 31, 2020 and 2019.

The District'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. The District did not prepare a bank reconciliation for December 31, 2020 and 2019. Further, we noted an unreconciled difference between the December 31, 2020 bank statement cash amount and the financial statement fund balance in the amount of \$963, which consisted of unrecorded bank fees that should have been expensed within the District's records.

Reconciling cash is a critical control in assuring all transactions are posted accurately and in the proper accounting period. Unidentified differences result in inaccurate fund cash balance information, and conceivably could cause deficit spending. The fiscal officer should ensure bank to book reconciliations are being performed to ensure completeness and accuracy.

2. Ohio Rev. Code § 149.43(E)(2) requires that "all public offices shall adopt a public records policy in compliance [with Ohio Rev. Code § 149.43(E)] for responding to public records requests." Ohio Rev. Code § 149.43(B)(2) indicates that "[a] public office also shall have available a copy of its current records retention schedule at a location readily available to the public." We noted that the District follows Prairie Township's public records and records retention policies. However, there is no formal resolution reflecting this fact. The District should formally adopt and implement, pursuant to Ohio Rev. Code § 149.43, its following of Prairie Township's public records and records retention policies if it intends to use those policies going forward. Additionally, pursuant to Ohio Rev. Code § 149.43(B)(2), the District should also have a copy of the adopted records retention schedule readily available to the public.

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

August 11, 2021

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**PRAIRIE TOWNSHIP JOINT ECONOMIC DEVELOPMENT DISTRICT
FRANKLIN 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 8/31/2021

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This report is a matter of public record and is available online at
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