



OHIO AUDITOR OF STATE
KEITH FABER



OHIO AUDITOR OF STATE KEITH FABER



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Spencerville Community Improvement Corporation
Allen County
P.O. Box 32
Spencerville, Ohio 45887

We have completed certain procedures in accordance with Ohio Rev. Code Section 117.01(G) to the accounting records and related documents of the Spencerville Community Improvement Corporation, Allen County, (the CIC) 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 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 December 31, 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 § 1724.05** states, in part, that each community improvement corporation shall prepare an annual financial report in accordance with generally accepted accounting principles (GAAP). Additionally, Ohio Rev. Code §1724.05 requires community improvement corporations to file annual financial reports with the Auditor of State within 120 days of the fiscal year end. The 2019 annual financial report was not filed until May 12, 2021; however was due on May 29, 2020. The 2020 annual financial report was not filed until May 14, 2021; however, was due on April 30, 2021. The CIC should ensure that the annual financial reports are complete and timely filed with the Auditor of State as required by the Ohio Revised Codes § 1724.05 and 117.38. This is a repeat from prior year.
- 2. Ohio Rev. Code § 149.43** requires entities to maintain a public records policy, a records retention schedule, maintain written evidence that the policy was provided to the records custodian, that the records policy be on display, notice is given to the public regarding the time and location of meetings and that the public records policy is included in any policy manuals. The CIC did not have a public records policy or a records retention schedule. The CIC should establish the required policies and include them as required by Ohio Rev. Code § 149.43.

A handwritten signature in black ink that reads "Keith Faber". The signature is written in a cursive style with a large, stylized 'K' and 'F'.

Keith Faber
Auditor of State
Columbus, Ohio
July 13, 2021

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SPENCERVILLE COMMUNITY IMPROVEMENT CORPORATION

ALLEN 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 7/27/2021

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