



OHIO AUDITOR OF STATE
KEITH FABER



OHIO AUDITOR OF STATE KEITH FABER



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BASIC AUDIT REPORT

Community Improvement Corporation of Fairfield
Butler County
670 Wessel Drive
Fairfield, Ohio 45014

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 Fairfield, Butler 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.

We obtained written representation from the governing Board that the CIC had no cash, assets, liabilities, revenues or expenses during the years ended December 31, 2020 and 2019.

Current Year Observations

1. We noted that the CIC did not have a public records policy during the engagement period as required by Ohio Rev. Code § 149.43(E)(2), which also requires the CIC to provide the policy to the records custodian/manager, include the policy in a policy manual, and display the policy in all branches of the CIC.
2. We noted that the CIC did not have a records retention schedule during the engagement period and so could not make it readily available to the public as required by Ohio Rev. Code § 149.43(B)(2).
3. We noted that the CIC did not establish a reasonable method whereby any person may determine the time and place of all regularly scheduled meetings and the time, place, and purpose of all special meetings as required by Ohio Rev. Code § 121.22(F).

Current Status of Matters Reported in our Prior Engagement

1. Our prior audit for the years ended December 31, 2018 and 2017 included an observation that the annual report was not filed in a timely matter. This has been corrected for the years ended December 31, 2020 and 2019.

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
May 7, 2021

OHIO AUDITOR OF STATE KEITH FABER



COMMUNITY IMPROVEMENT CORPORATION OF FAIRFIELD, OHIO

BUTLER 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 5/20/2021

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