



OHIO AUDITOR OF STATE  
**KEITH FABER**







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## BASIC AUDIT REPORT

Community Improvement Corporation of Niles  
Trumbull County  
34 West State Street  
Niles, Ohio 44446

We have completed certain procedures in accordance with Ohio Rev. Code § 117.01(G) to the accounting records and related documents of the Community Improvement Corporation of Niles, Trumbull County, (the Corporation) for the years ended December 31, 2024 and 2023.

Our procedures were designed solely to satisfy the audit requirements of Ohio Rev. Code § 117.11(A). Because our procedures were not designed to opine on the Corporation's financial statements, we did not follow *generally accepted auditing standards*. We do not provide any assurance on the Corporation's financial statements, transactions or balances for the years ended December 31, 2024 and 2023.

The Corporation's management is responsible for preparing and maintaining its accounting records and related documents. Our responsibility under Ohio Rev. Code § 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. We examined the cashbook and bank statements as of December 31, 2024 and 2023. The fiscal officer was unable to provide a cashbook to bank statement reconciliation at year-end for both fiscal years.

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 all transactions are recorded and reconciled to the bank accounts.

Also, the Corporation's small size requires governing board involvement with critical accounting processes (such as bank reconciliation) to compensate for the inability to segregate these duties. The absence of these reviews may be a material weakness in internal accounting control, resulting in inaccurate cash balances, or even undetected theft.

2. In 2024, the Corporation received on-behalf grant monies from the City of Niles for the Sidewalk Grant Mt. Carmel. The Corporation recorded the maximum amount of \$5,000 approved via ordinance by the City of Niles on the financial statements. However, the Corporation only used \$2,500 of the grant monies. This misposting caused receipts and expenditures to be overstated by \$2,500.

In addition, in 2024, the Corporation received \$575 for the sign and installation of S. Main Parcel from the City of Niles. The Corporation failed to record these receipts and expenditures on their financial statements. This caused receipts and expenditures to be understated by \$575.

The net effect of the mispostings resulted in receipts and expenditures being overstated by \$1,925 in 2024. Our prior audit also reported this matter.

3. **Ohio Rev. Code § 149.43(E)(2)** requires all public offices to take certain actions with regard to their public record policy. Public offices must create and display in a conspicuous place in all locations where the public office has branch offices a poster describing the public records policy.

The Corporation has not created a public records poster in accordance with Ohio law. In addition, a poster describing the public records policy must be conspicuously displayed in all of the Corporation's branch offices. Our prior audit also reported this noncompliance issue.

#### **Current Status of Matters Reported in our Prior Engagement**

4. The prior basic audit had Ohio Rev. Code § 121.22(F) violation for failure to provide proof of notice to the public or news media about their meetings. The Corporation published upcoming meeting dates in the newspaper for 2024 and 2023. Items #2 and 3 above were also noted in the prior engagement.

KEITH FABER  
Ohio Auditor of State



Tiffany L. Ridenbaugh, CPA, CFE, CGFM  
Chief Deputy Auditor

October 28, 2025

# OHIO AUDITOR OF STATE KEITH FABER



**COMMUNITY IMPROVEMENT CORPORATION OF NILES, OHIO**

**TRUMBULL 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 11/13/2025**

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This report is a matter of public record and is available online at  
[www.ohioauditor.gov](http://www.ohioauditor.gov)