

**REPORT OF THE AUDIT OF THE
WEBSTER COUNTY
SHERIFF'S SETTLEMENT – 2014 UNMINED COAL TAXES**

**For The Period
August 8, 2014 Through August 17, 2015**



**MIKE HARMON
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EXECUTIVE SUMMARY

AUDIT OF THE WEBSTER COUNTY SHERIFF'S SETTLEMENT - 2014 UNMINED COAL TAXES

**For The Period
August 8, 2014 Through August 17, 2015**

The Auditor of Public Accounts has completed the audit of the Sheriff's Settlement - 2014 Unmined Coal Taxes for the Webster County Sheriff for the period August 8, 2014 through August 17, 2015. We have issued an unmodified opinion on the financial statement taken as a whole. Based upon the audit work performed, the financial statement is presented fairly in all material respects.

Financial Condition:

The sheriff collected 2014 unmined coal taxes of \$303,018 for the districts, retaining commissions of \$11,710 to operate the sheriff's office. The sheriff distributed 2014 unmined coal taxes of \$291,090 to the districts.

Report Comments:

- 2014-001 The Sheriff's Office Lacks Adequate Segregation Of Duties
- 2014-002 The Sheriff Failed To Distribute Interest On A Monthly Basis

Deposits:

The sheriff's deposits were insured and collateralized by bank securities.

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MIKE HARMON
AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky
Honorable Matthew G. Bevin, Governor
William M. Landrum III, Secretary
Finance and Administration Cabinet
Honorable Steve Henry, Webster County Judge/Executive
Honorable Frankie Springfield, Webster County Sheriff
Members of the Webster County Fiscal Court

Independent Auditor's Report

Report on the Financial Statement

We have audited the Webster County Sheriff's Settlement - 2014 Unmined Coal Taxes for the period August 8, 2014 through August 17, 2015 - Regulatory Basis, and the related notes to the financial statement.

Management's Responsibility for the Financial Statement

Management is responsible for the preparation and fair presentation of the financial statement in accordance with accounting practices prescribed or permitted by the laws of Kentucky to demonstrate compliance with the Commonwealth of Kentucky's regulatory basis of accounting as described in Note 1. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of a financial statement that is free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on the financial statement based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, and the *Audit Guide for Sheriff's Tax Settlements* issued by the Auditor of Public Accounts, Commonwealth of Kentucky. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statement is free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statement. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statement, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statement in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statement.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.



To the People of Kentucky
Honorable Matthew G. Bevin, Governor
William M. Landrum III, Secretary
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Honorable Frankie Springfield, Webster County Sheriff
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Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles

As described in Note 1 of the financial statement, the financial statement is prepared by the Webster County Sheriff on the basis of accounting practices prescribed or permitted by the laws of Kentucky to demonstrate compliance with the Commonwealth of Kentucky's regulatory basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matter discussed in the Basis for Adverse Opinion on U.S. Generally Accepted Accounting Principles paragraph, the financial statement referred to above does not present fairly, in accordance with accounting principles generally accepted in the United States of America, the unmined coal taxes charged, credited and paid of the Webster County Sheriff, for the period August 8, 2014 through August 17, 2015.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the unmined coal taxes charged, credited, and paid for the period August 8, 2014 through August 17, 2015 of the Webster County Sheriff, in accordance with the basis of accounting practices prescribed or permitted by the Commonwealth of Kentucky as described in Note 1.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated March 6, 2017 on our consideration of the Webster County Sheriff's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Webster County Sheriff's internal control over financial reporting and compliance.

To the People of Kentucky
Honorable Matthew G. Bevin, Governor
William M. Landrum III, Secretary
Finance and Administration Cabinet
Honorable Steve Henry, Webster County Judge/Executive
Honorable Frankie Springfield, Webster County Sheriff
Members of the Webster County Fiscal Court

Other Reporting Required by *Government Auditing Standards* (Continued)

Based on the results of our audit, we have presented the accompanying comments and recommendations, included herein, which discusses the following report comments:

- 2014-001 The Sheriff's Office Lacks Adequate Segregation Of Duties
- 2014-002 The Sheriff Failed To Distribute Interest On A Monthly Basis

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mike Harmon", with a long horizontal stroke extending to the right.

Mike Harmon
Auditor of Public Accounts

March 6, 2017

WEBSTER COUNTY
FRANKIE SPRINGFIELD, SHERIFF
SHERIFF'S SETTLEMENT - 2014 UNMINED COAL TAXES

For The Period August 8, 2014 Through August 17, 2015

<u>Charges</u>	Special			
	<u>County Taxes</u>	<u>Taxing Districts</u>	<u>School Taxes</u>	<u>State Taxes</u>
Unmined Coal - 2014 Taxes	\$ 56,812	\$ 73,069	\$ 166,331	\$ 41,754
Penalties	236	304	691	173
Adjusted to Sheriff's Receipt	1	(1)	1	(1)
Gross Chargeable to Sheriff	<u>57,049</u>	<u>73,372</u>	<u>167,023</u>	<u>41,926</u>
 <u>Credits</u>				
Exonerations	1,806	2,323	5,288	1,327
Discounts	782	1,005	2,290	574
Delinquents:				
Unmined Coal - 2014 Taxes	<u>3,523</u>	<u>4,531</u>	<u>10,314</u>	<u>2,589</u>
Total Credits	<u>6,111</u>	<u>7,859</u>	<u>17,892</u>	<u>4,490</u>
Taxes Collected	50,938	65,513	149,131	37,436
Less: Commissions *	<u>2,165</u>	<u>2,734</u>	<u>5,220</u>	<u>1,591</u>
Taxes Due	48,773	62,779	143,911	35,845
Taxes Paid	48,736	62,732	143,804	35,818
Refunds (Current and Prior Year)	<u>37</u>	<u>47</u>	<u>107</u>	<u>27</u>
Due Districts				
as of Completion of Audit	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>

* Commissions:

4.25% on \$ 133,942

4% on \$ 19,945

3.5% on \$ 149,131

The accompanying notes are an integral part of this financial statement.

WEBSTER COUNTY
NOTES TO FINANCIAL STATEMENT

August 17, 2015

Note 1. Summary of Significant Accounting Policies

A. Fund Accounting

The sheriff's office tax collection duties are limited to acting as an agent for assessed property owners and taxing districts. A fund is used to account for the collection and distribution of taxes. A fund is a separate accounting entity with a self-balancing set of accounts. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

B. Basis of Accounting

The financial statement has been prepared on a regulatory basis of accounting, which demonstrates compliance with the laws of Kentucky and is a special purpose framework. Basis of accounting refers to when charges, credits, and taxes paid are reported in the settlement statement. It relates to the timing of measurements regardless of the measurement focus.

Charges are sources of revenue which are recognized in the tax period in which they become available and measurable. Credits are reductions of revenue which are recognized when there is proper authorization. Taxes paid are uses of revenue which are recognized when distributions are made to the taxing districts and others.

C. Cash and Investments

KRS 66.480 authorizes the sheriff's office to invest in obligations of the United States and of its agencies and instrumentalities, obligations and contracts for future delivery or purchase of obligations backed by the full faith and credit of the United States, obligations of any corporation of the United States government, bonds or certificates of indebtedness of this state, and certificates of deposit issued by or other interest-bearing accounts of any bank or savings and loan institution which are insured by the Federal Deposit Insurance Corporation (FDIC) or which are collateralized, to the extent uninsured, by any obligation permitted by KRS 41.240(4).

Note 2. Deposits

The Webster County Sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC) as required by KRS 66.480(1)(d). According to KRS 41.240, the depository institution should pledge or provide sufficient collateral which, together with FDIC insurance, equals or exceeds the amount of public funds on deposit at all times. In order to be valid against the FDIC in the event of failure or insolvency of the depository institution, this pledge or provision of collateral should be evidenced by an agreement between the sheriff and the depository institution, signed by both parties, that is (a) in writing, (b) approved by the board of directors of the depository institution or its loan committee, which approval must be reflected in the minutes of the board or committee, and (c) an official record of the depository institution.

Custodial Credit Risk - Deposits

Custodial credit risk is the risk that in the event of a depository institution failure, the sheriff's deposits may not be returned. The Webster County Sheriff does not have a deposit policy for custodial credit risk but rather follows the requirements of KRS 66.480(1)(d) and KRS 41.240. As of August 17, 2015, all deposits were covered by FDIC insurance or a properly executed collateral security agreement.

WEBSTER COUNTY
NOTES TO FINANCIAL STATEMENT
August 17, 2015
(Continued)

Note 3. Tax Collection Period

The unmined coal property tax assessments were levied as of January 1, 2014. Property taxes are billed to finance governmental services. Liens are effective when the tax bills become delinquent. The collection period for these assessments was January 29, 2015 through August 17, 2015.

Note 4. Interest Income

The Webster County Sheriff earned \$40 as interest income on 2014 unmined coal taxes. As of March 6, 2017, the sheriff owed \$19 in interest to the school district and \$21 in interest to his fee account.

Note 5. Sheriff's 10% Add-On Fee

The Webster County Sheriff collected \$1,169 of 10% add-on fees allowed by KRS 134.119(7). This amount was used to operate the sheriff's office.

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF THE FINANCIAL
STATEMENT PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*



MIKE HARMON
AUDITOR OF PUBLIC ACCOUNTS

The Honorable Steve Henry, Webster County Judge/Executive
Honorable Frankie Springfield, Webster County Sheriff
Members of the Webster County Fiscal Court

Report On Internal Control Over Financial Reporting And On
Compliance And Other Matters Based On An Audit Of The Financial
Statement Performed In Accordance With *Government Auditing Standards*

Independent Auditor's Report

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the Webster County Sheriff's Settlement - 2014 Unmined Coal Taxes for the period August 8, 2014 through August 17, 2015 - Regulatory Basis and the related notes to the financial statement and have issued our report thereon dated March 6, 2017. The Webster County Sheriff's financial statement is prepared on a regulatory basis of accounting, which demonstrates compliance with the Commonwealth of Kentucky's regulatory basis of accounting and budget laws, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statement, we considered the Webster County Sheriff's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statement, but not for the purpose of expressing an opinion on the effectiveness of the Webster County Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the Webster County Sheriff's internal control over financial reporting.

Our consideration of internal control over financial reporting was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying comments and recommendations, we identified a certain deficiency in internal control that we consider to be a material weakness.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statement will not be prevented, or detected and corrected on a timely basis. We consider the deficiency described in the accompanying comments and recommendations as item 2014-001 to be a material weakness.



Report On Internal Control Over Financial Reporting And On
Compliance And Other Matters Based On An Audit Of The Financial
Statement Performed In Accordance With *Government Auditing Standards*
(Continued)

Compliance And Other Matters

As part of obtaining reasonable assurance about whether the Webster County Sheriff's financial statement is free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance or other matters that is required to be reported under Government Auditing Standards and which is described in the accompanying comments and recommendations as item 2014-002.

Sheriff's Responses to Findings

The Webster County Sheriff's responses to the findings identified in our audit are described in the accompanying comments and recommendations. The Sheriff's responses were not subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we express no opinion on them.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Respectfully submitted,



Mike Harmon
Auditor of Public Accounts

March 6, 2017

COMMENTS AND RECOMMENDATIONS

WEBSTER COUNTY
FRANKIE SPRINGFIELD, SHERIFF
COMMENTS AND RECOMMENDATIONS

For The Period August 8, 2014 Through August 17, 2015

INTERNAL CONTROL - MATERIAL WEAKNESS:

2014-001 The Sheriff's Office Lacks Adequate Segregation Of Duties

The sheriff's office lacks segregation of duties. The sheriff's bookkeeper collects payments from customers, prepares deposits, writes checks, post transactions to the receipts and disbursement ledgers, prepares monthly bank reconciliations, and prepares all monthly tax reports. The sheriff has not segregated incompatible accounting functions among office staff or implemented documented compensating controls to offset this internal control deficiency. A lack of oversight could result in the undetected misappropriation of assets and inaccurate financial reporting to external agencies, such as the Department of Revenue. The segregation of duties, or the implementation of compensating controls, is essential for providing protection from asset misappropriation and inaccurate financial reporting. Additionally, proper segregation of duties protects employees in the normal course of performing their daily responsibilities. The sheriff should separate the duties involved in receiving cash, preparing deposits, writing checks, posting to ledgers, preparing monthly bank reconciliations, and comparing financial reports to ledgers. If this is not feasible, cross-checking procedures should be implemented and documented by the individual performing the procedure.

Sheriff's Response: This is hard to be in compliance due to lack of office help during tax time.

STATE LAWS AND REGULATIONS:

2014-002: The Sheriff Failed To Distribute Interest On A Monthly Basis

The sheriff failed to distribute interest payments on a monthly basis to the board of education and the sheriff's fee account. The lack of interest payments made to the board of education and the sheriff's fee account was due to an oversight made by the bookkeeper. The fee account and board of education did not receive the proper amount owed by the sheriff's 2014 unmined coal account.

KRS 134.140 (2) states, in part, "As part of the monthly distribution of taxes to a district board of education...the sheriff shall pay to the board of education that part of his investment earnings for the month which are attributable to the investment of school taxes..."

We recommend the sheriff comply with KRS 134.140(2) and make interest payments to the board of education and fee account on a monthly basis.

Sheriff's Response: Sheriff and bookkeeper will do what Auditors recommend to get in compliance and make changes.

