

**REPORT OF THE AUDIT OF THE
INTERIM HENRY COUNTY
SHERIFF'S SETTLEMENT - 2018 TAXES**

**For The Period
October 1, 2018 Through January 6, 2019**



**MIKE HARMON
AUDITOR OF PUBLIC ACCOUNTS
www.auditor.ky.gov**

**209 ST. CLAIR STREET
FRANKFORT, KY 40601-1817
TELEPHONE 502.564.5841
FACSIMILE 502.564.2912**

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MIKE HARMON
AUDITOR OF PUBLIC ACCOUNTS

To the People of Kentucky

The Honorable Andy Beshear, Governor

Holly M Johnson, Secretary

Finance and Administration Cabinet

The Honorable John Logan Brent, Henry County Judge/Executive

The Honorable Deeanne West, Interim Henry County Sheriff

The Honorable Keith Perry, Henry County Sheriff

Members of the Henry County Fiscal Court

Independent Auditor's Report

Report on the Financial Statement

We have audited the interim Henry County Sheriff's Settlement - 2018 Taxes for the period October 1, 2018 through January 6, 2019 - 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
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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 interim Henry 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 taxes charged, credited, and paid of the interim Henry County Sheriff, for the period October 1, 2018 through January 6, 2019.

Opinion on Regulatory Basis of Accounting

In our opinion, the financial statement referred to above presents fairly, in all material respects, the taxes charged, credited, and paid for the period October 1, 2018 through January 6, 2019 of the interim Henry 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 2, 2021, on our consideration of the interim Henry 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 interim Henry County Sheriff's internal control over financial reporting and compliance.

To the People of Kentucky
The Honorable Andy Beshear, Governor
Holly M Johnson, Secretary
Finance and Administration Cabinet
The Honorable John Logan Brent, Henry County Judge/Executive
The Honorable Deeanne West, Interim Henry County Sheriff
The Honorable Keith Perry, Henry County Sheriff
Members of the Henry County Fiscal Court

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

Based on the results of our audit, we have presented the accompanying Schedule of Findings and Responses, included herein, which discusses the following report comment:

2018-001 The Interim Sheriff Failed To Have A Written Agreement In Place To Ensure Deposits Were Sufficiently Collateralized

Respectfully submitted,

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

Mike Harmon
Auditor of Public Accounts

March 2, 2021

HENRY COUNTY
DEEANNE WEST, INTERIM SHERIFF
SHERIFF'S SETTLEMENT - 2018 TAXES

For The Period October 1, 2018 Through January 6, 2019

	Special Taxing			
	County	Districts	School	State
<u>Charges</u>				
Real Estate	\$ 857,156	\$ 1,486,322	\$ 5,524,924	\$ 893,782
Telecommunications	515		3,465	537
Tangible	48,157	107,727	231,774	141,016
Fire Protection	739			
Fire Dues		213,500		
Total Per Sheriff's Official Receipt	906,567	1,807,549	5,760,163	1,035,335
<u>Other Taxes & Charges</u>				
Court Ordered Increases	91	152	576	1,004
Franchise Taxes	33,425	56,150	156,499	
Additional Billings	72	121	455	81
Gross Chargeable to Sheriff	940,155	1,863,972	5,917,693	1,036,420
<u>Credits</u>				
Exonerations	3,532	6,204	21,406	5,598
Discounts	14,450	28,627	91,882	16,542
Transfer to Incoming Sheriff	84,893	175,997	541,976	92,241
Total Credits	102,875	210,828	655,264	114,381
Taxes Collected	837,280	1,653,144	5,262,429	922,039
Less: Sheriff's Commissions*	35,584	64,359	157,873	39,187
Taxes Due Districts	801,696	1,588,785	5,104,556	882,852
Taxes Paid	801,425	1,588,283	5,102,791	876,671
Refunds (Current and Prior Year)	271	502	1,765	6,181
Taxes Due Districts	\$ 0	\$ 0	\$ 0	\$ 0

* Commissions:

4.25% on	\$	3,230,928
3% on	\$	5,262,429
1% on	\$	181,535

HENRY COUNTY
NOTES TO FINANCIAL STATEMENT

January 6, 2019

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).

D. Preparation of State Settlement

The Kentucky Department of Revenue prepares the settlement relating to taxes collected for the state under the provision of KRS 134.192(2)(a). This is reported as the "State Taxes" column on the financial statement.

Note 2. Deposits

The interim Henry County Sheriff maintained deposits of public funds with federally insure institutions as required by the Department for Local Government's (DLG) *County Budget Preparation and State Local Finance Officer Manual*. The DLG Manual strongly recommends perfected pledges of securities covering all public funds except direct federal obligations and funds protected by federal insurance. In order to be perfected 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. These requirements were not met, because the sheriff did not have a written agreement with the bank.

HENRY COUNTY
 NOTES TO FINANCIAL STATEMENT
 January 6, 2019
 (Continued)

Note 2. Deposits (Continued)

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 interim sheriff did not have a deposit policy for custodial credit risk but rather followed the requirements of DLG's County *Budget Preparation and State Local Finance Officer Manual*. On January 6, 2019, the interim sheriff's bank balance was exposed to custodial credit risk as follows:

- Uncollateralized and Uninsured \$8,936

Note 3. Tax Collection Period

A. Property Taxes

The real and personal property tax assessments were levied as of January 1, 2018. Property taxes were billed to finance governmental services for the fiscal year ended June 30, 2019. Liens are effective when the tax bills become delinquent. The collection period for these assessments was October 1, 2018 through January 6, 2019.

B. Franchise Taxes

The franchise tax assessments were levied by the Department of Revenue for various tax years. Franchise taxes are billed to finance governmental services. Liens are effective when the tax bills become delinquent. The collection period for these assessments was October 1, 2018 through January 1, 2019.

Note 4. Escrow Account

The sheriff's office deposited unrefundable payments in non-interest-bearing accounts. The interim sheriff's escrowed beginning balance was \$4,474. The ending balance as of January 6, 2019, is \$4,474. The ending balance consists of escrowed of:

2014 Tax Account	\$1,030
2014 Franchise Account	\$3,039
2015 Tax Account	\$401
2017 Tax Account	\$4

When statutorily required, the sheriff's office will turn over the escrowed funds to the Kentucky State Treasurer as unclaimed property.

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*

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MIKE HARMON
AUDITOR OF PUBLIC ACCOUNTS

The Honorable John Logan Brent, Henry County Judge/Executive
The Honorable Deeanne West, Interim Henry County Sheriff
The Honorable Keith Perry, Henry County Sheriff
Members of the Henry 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 interim Henry County Sheriff's Settlement - 2018 Taxes for the period October 1, 2018 through January 6, 2019 - Regulatory Basis and the related notes to the financial statement and have issued our report thereon dated March 2, 2021. The interim Henry 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 interim Henry County Sheriff's internal control over financial reporting (internal control) to determine 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 interim Henry County Sheriff's internal control. Accordingly, we do not express an opinion on the effectiveness of the interim Henry County Sheriff's internal control.

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 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. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We identified a certain deficiency in internal control, which is described in the accompanying Schedule of Findings and Responses as item 2018-001 that we consider to be a significant deficiency.



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 interim Henry County Sheriff's financial statement is free from 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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Views of Responsible Official and Planned Corrective Action

The interim Henry County Sheriff's views and planned corrective action for the finding identified in our audit are described in the accompanying Schedule of Findings and Responses. The interim Henry County Sheriff's response was not subjected to the auditing procedures applied in the audit of the financial statement and, accordingly, we express no opinion on it.

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 2, 2021

SCHEDULE OF FINDINGS AND RESPONSES

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HENRY COUNTY
DEEANNE WEST, INTERIM SHERIFF
SCHEDULE OF FINDINGS AND RESPONSES

For The Period October 1, 2018 Through January 6, 2019

INTERNAL CONTROL - SIGNIFICANT DEFICIENCY:

2018-001 The Interim Sheriff Failed To Have A Written Agreement In Place To Ensure Deposits Were Sufficiently Collateralized

The interim sheriff maintained deposits of public funds with depository institutions insured by the Federal Deposit Insurance Corporation (FDIC). The interim sheriff did not have a written security agreement in place to pledge or provide sufficient collateral. On January 6, 2019, the interim sheriff's deposits of public funds were uninsured and unsecured in the amount of \$8,936.

Due to management oversight, the interim sheriff did not obtain a written collateral security agreement in place to pledge or provide sufficient collateral as required. The interim sheriff's deposits would have been at risk on January 6, 2019 should the financial institution have failed.

The sheriff's office maintained deposits of public funds with federally insure institutions as required by the Department for Local Government's (DLG) *County Budget Preparation and State Local Finance Officer Manual*. The DLG Manual strongly recommends perfected pledges of securities covering all public funds except direct federal obligations and funds protected by federal insurance. In order to be perfected 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. These requirements were not met, because the interim sheriff did not have a written agreement with the bank.

We recommend that the sheriff's office enter into a written agreement with the depository institution to secure the sheriff's interest in the collateral pledged or provided by the depository institution.

Interim Sheriff's Response: Banks have been notified and current sheriff has agreements in place.