



# Mary Taylor, CPA

## Auditor of State

### MANAGEMENT LETTER

Village of Walton Hills  
Cuyahoga County  
7595 Walton Road  
Walton Hills, Ohio 44146

To Members of the Village Council

We have audited the financial statements of the Village of Walton Hills, Cuyahoga County, (the Village) in accordance with *Government Auditing Standards*, as of and for the years ended December 31, 2009 and December 31, 2008, and have issued our report thereon dated December 21, 2010.

*Government Auditing Standards* require us to report significant internal control deficiencies, fraud, and illegal acts (including noncompliance with laws and regulations), and also abuse and noncompliance with contracts and grant agreements that could directly and materially affect the determination of financial statement amounts. We have issued the required report dated December 3, 2010, for the years ended December 31, 2009 and December 31, 2008.

We are also submitting the following comments for your consideration regarding the Village's compliance with applicable laws, regulations, grant agreements, contract provisions, and internal control. These comments reflect matters that do not require inclusion in the report *Government Auditing Standards* require. Nevertheless, these comments represent matters for which we believe improvements in compliance or internal controls or operational efficiencies might be achieved. Due to the limited nature of our audit, we have not fully assessed the cost-benefit relationship of implementing these recommendations. However, these comments reflect our continuing desire to assist your Village. If you have questions or concerns regarding these comments please contact your regional Auditor of State office.

### NONCOMPLIANCE FINDING

Ohio Rev. Code §9.38, states public money must be deposited with the treasurer of the public office or to a designated depository on the business day following the day of receipt. Public money collected for other public offices must be deposited by the first business day following the date of receipt if the total amount exceeds \$1,000. If the amount of daily receipts does not exceed \$1,000 and the receipts can be safeguarded, the legislative body may adopt a policy permitting their money to be held past the next business day, but the deposit must be made no later than three business days after receiving the deposit. The policy must include provisions and procedures to safeguard the money during the intervening period.

During a review of the Building Department, we noted formal policies have not been adopted which govern the deposit of monies. During a test of 25 receipts, we noted 17 receipts were not deposited timely and Village Council did not adopt a policy addressing the collection of receipts under \$1,000. This weakness may result in cash which is not properly safeguarded and earning interest.

We recommend the Village adopt formal policies and procedures on depositing monies collected in the Building Department.

We intend this report for the information and use of the Village Council and management.

A handwritten signature in black ink that reads "Mary Taylor". The signature is written in a cursive, flowing style.

**Mary Taylor, CPA**  
Auditor of State

December 21, 2010