

This guide is provided in accordance with Chapter 11.6(7) of the Code of Iowa. Use of this guide in your practice requires a proper implementation of professional standards. This guide is not a substitute for an understanding of the applicable professional standards. While this guide has been reviewed internally by CPAs within the Auditor of State's Office and is subject to outside peer review every three years, the guide has not undergone an external Quality Control Material Review or Examination.

2021 Compliance Guides COUNTY

2021 COMPLIANCE GUIDE SUPPLEMENT

Purpose: To document new or revised compliance items to be tested and/or document testing.

Source: Workpapers as referenced.

Scope: Compliance items tested each year are based on risk assessment.

Conclusion: Compliance selections and/or testing is documented per Compliance Guide and workpapers.

In addition to the updated County Compliance Guide, we have made available this 2021 County Compliance Guide Supplement which details all changes made to the prior year County Compliance Guide. This Supplement may be used to update the prior year Compliance Guide in lieu of completing a new guide each year.

	Cate- gory	Non-compl iance Noted /FY	FY21				FY22				FY23			
			Sele- cted	Done By	WP Ref	Remarks	Sele- cted	Done By	WP Ref	Remarks	Sele- cted	Done By	WP Ref	Remarks
			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
GENERAL LEDGER:														
2. Determine if the County Treasurer performed the duties relating to fund management specified by Chapter 331.555(5) of the Code of Iowa. The treasurer shall maintain custody of all public moneys in the treasurer's possession and deposit or invest the moneys as provided by Chapter 12B.10 and Chapter 12.C			3											

	Category	Non-compliance Noted / FY	FY21				FY22				FY23			
			Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks
			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
CASH														
1. (21) Determine unclaimed property per Chapter 556.1(12) of the Code of Iowa has been reported to the State Treasurer annually before November 1 per Chapter 556.11 of the Code of Iowa.	3													

	Category	Non-compliance Noted / FY	FY21				FY22				FY23			
			Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks
			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
<p>INVESTMENTS:</p> <p>5. (21) Public funds investment standards:</p> <p>a. Determine the allowability of any sweep accounts.</p> <p>b. Determine the underlying collateral of repurchase agreements consists of authorized investments and that the County has taken delivery of the collateral either directly or through an authorized custodian as provided in Chapter 12B.10(5)(a)(5) of the Code of Iowa.</p>	3													

	Category	Non-compliance Noted / FY	FY21				FY22				FY23			
			Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks	Selected	Done By	WP Ref	Remarks
			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
<p>TAX INCREMENT FINANCING:</p> <p>3. (21) Determine the Urban Renewal Area TIF Indebtedness/Increment Tax Reconciliation were prepared by the County Auditor to ensure no overpayments of TIF revenue will occur.</p>			1											

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			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
RECEIPTS/REVENUES:														
9. (21) Restricted Donor Activity under Chapter 68B														
a. Determine the existence of restricted donor activity such as: vendors taking officials out for meals, vendors offering trips or vacations, providing free clothing samples, gift baskets, holiday gifts, etc. Inquiry of various departments may be required.														
	1													
b. Documentation should include all restricted donor activity received during the period, the official involved, and a description of each transaction.														
	1													

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			RISK				RISK				RISK			
			H	M	L		H	M	L		H	M	L	
DISBURSEMENTS/EXPENDITURES:														
3. (21) Review disbursements to determine if the County has incurred expenditures to nonprofit organizations. Article III, section 31 of the Iowa Constitution prohibits governmental bodies from making a gift to a private nonprofit corporation. If expenditures were incurred														
a. Determine if the County hired the nonprofit for services with a contract or 28E agreement.														
b. Determine if the expenditure is a gift.														
	2													
	2													

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			H	M	L		H	M	L		H	M	L	
BUDGETS														
2 (21) Determine hearings were held and publications were made in accordance with Chapter 331.434 of the Code of Iowa for the following: (Notice of the public hearing on the budget must be published not less than ten nor more than twenty days before the hearing).														
a. Maximum levy notice.														
b. County budget by revenue and expenditure function.														
c. Adopted Budget by March 31st (Per Governor's Emergency Proclamations April 30th for FY2021 budgets)														
3 (21) Determine the maximum levy amounts were adopted by resolution.														
4 (21) If the maximum levy amount increased more than 2% over the current year, determine the resolution was adopted by a supermajority (2/3 vote), which should be evident in the roll call vote listed on the resolution.														