



CITIZENS SUMMARY

Findings in the audit of Wayne County

Financial Condition	As noted in our prior audit report, the county's General Revenue Fund remains in poor financial condition. The ending cash balance was \$7,548 at the end of 2011 and is budgeted to be only \$461 at the end of 2012 and does not take into account over \$430,000 in liabilities related to the county's sales tax rollback methodology and over \$19,000 due to the Sheriff's Revolving Fund.
County Sales Tax	As noted in several prior audit reports, the General Revenue Fund owes the Special Road and Bridge Fund \$432,896 as of December 31, 2011, for road and bridge property tax reductions related to sales tax collections deposited to the General Revenue Fund since 2002. In addition, as of December 31, 2011, property tax levies had not been adequately reduced by \$39,607.
Prosecuting Attorney Procedures	Prior audit reports have addressed the inadequacy of Prosecuting Attorney's office procedures, but there are still significant weaknesses. The Prosecuting Attorney frequently reduces charges filed on traffic tickets in exchange for a defendant's donation to the county's Special Law Enforcement Fund, and donations totaling \$180,000 were deposited into this fund during the 2 years ended December 31, 2011. However, there appears to be no statutory authority for these donations. In addition, the duties of receiving, recording, and transmitting monies are not adequately segregated, receipt slips are not issued for restitution monies received, and a detailed record of restitution monies is not maintained. Receipt slips are not issued immediately upon receipt of monies, checks and money orders are not restrictively endorsed promptly, and monies are not transmitted timely.
Sheriff Procedures	Fees are not always disbursed to the County Treasurer timely and intact. The Sheriff's office does not maintain a summary control log documenting all seized property, does not conduct a physical inventory of seized property, and does not maintain adequate documentation of seized property that has been destroyed and the witness to the destruction. As noted in our prior audit report, the Sheriff's office does not prepare a monthly list of liabilities and reconcile it to the cash balance of the fee account, so the office was unaware of discrepancies and cannot ensure sufficient funds are available to meet liabilities.
Payroll and Mileage	As noted in our prior audit report, the county has not documented reasons for classifying bailiffs as independent contractors rather than county employees, which may not comply with state and/or federal law. Some employee leave balances were not accurate. During 2011 and 2010, the custodian received some additional compensation and overtime which did not appear proper or supported by timesheet documentation. In addition, the custodian received \$500 a year for mileage reimbursement, but the County Commission did not require him to submit itemized reports, and the County Clerk was reimbursed \$572 in 2011 for mileage at a higher rate than that established by the County Commission.

Property Tax System Controls and Procedures	The County Commission and County Clerk do not adequately monitor property tax system activities, as noted in our prior audit report. Reviews of additions and abatements is not sufficient and the County Commission and County Clerk to not adequately review the County Collector's monthly and annual settlements. Moreover, the County Assessor, who enters additions and abatements into the computer system, is the mother-in-law of the County Collector; the close relationship and inadequate reviews increase the risk.
Capital Assets and Vehicles	As noted in prior audit reports, the county lacks adequate procedures and records to account for county property, and the county has not established effective procedures for monitoring vehicle and equipment fuel use. Logs of fuel dispensed from bulk fuel tanks are maintained, but they are not used to reconcile to fuel purchased and are not always complete.
Recorder of Deeds Reconciliation Procedures	The Recorder of Deeds does not identify and resolve monies remaining in the account after the monthly distribution of fees, which allowed \$666 in unidentified amounts to accumulate in the bank account between January 2011 and April 2012.
Computer Controls	In the County Collector's, Recorder of Deeds', and County Clerk's offices, passwords are not required to be periodically changed, and data is not backed up by the County Clerk.
Additional Comments	Because counties are managed by several separately-elected individuals, an audit finding made with respect to one office does not necessarily apply to the operations in another office. The overall rating assigned to the county is intended to reflect the performance of the county as a whole. It does not indicate the performance of any one elected official or county office.

In the areas audited, the overall performance of this entity was **Poor**.*

American Recovery and Reinvestment Act (Federal Stimulus)	The county was awarded a \$205,190 Recovery Act: Homelessness Prevention and Rapid Re-housing grant, \$126,458 of which it passed through to the South Central Missouri Community Action Agency to help families and individuals who are at risk of becoming homeless and those experiencing homelessness.
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*The rating(s) cover only audited areas and do not reflect an opinion on the overall operation of the entity. Within that context, the rating scale indicates the following:

Excellent: The audit results indicate this entity is very well managed. The report contains no findings. In addition, if applicable, prior recommendations have been implemented.

Good: The audit results indicate this entity is well managed. The report contains few findings, and the entity has indicated most or all recommendations have already been, or will be, implemented. In addition, if applicable, many of the prior recommendations have been implemented.

Fair: The audit results indicate this entity needs to improve operations in several areas. The report contains several findings, or one or more findings that require management's immediate attention, and/or the entity has indicated several recommendations will not be implemented. In addition, if applicable, several prior recommendations have not been implemented.

Poor: The audit results indicate this entity needs to significantly improve operations. The report contains numerous findings that require management's immediate attention, and/or the entity has indicated most recommendations will not be implemented. In addition, if applicable, most prior recommendations have not been implemented.