



Nicole Galloway, CPA
Missouri State Auditor

CITIZENS SUMMARY

Findings in the audit of the Village of McCord Bend

Internal Control, Records, and Procedures	The Board of Trustees has not adequately segregated accounting duties or performed adequate reviews of the work performed by the Village Clerk. There are inadequate receipting and depositing procedures. The Village Clerk does not perform bank reconciliations for the village's 5 accounts and does not maintain cumulative book balances. The village also does not track the beginning and ending balances of the Road Fund and General Fund, and has no documented basis for the allocation of expenses between these funds.
Disbursements	The village did not have written contracts for road repair and bookkeeping services for the year ending June 30, 2015. In addition, a contract for the water tower painting project was not updated or amended after a significant change was incurred on the project, and the village also did not solicit formal bids as required by village policy for the project. The village did not issue a 1099-MISC form for payments to the bookkeeping firm.
Water System Controls	The village is not following its shut-off ordinance and has not developed adequate procedures to monitor and collect delinquent water accounts. The village does not have a written policy regarding partial payments by customers who have delinquent accounts, and customers are allowed to make partial payments without Board approval. Refundable water deposit monies held in the water fund account are not accounted for properly.
Budgets and Financial Reporting	The Water Fund budget for the fiscal year ended June 30, 2016, was not approved until February 2016. The Board does not adequately monitor budget-to-actual receipts and disbursements, and budget amendments were not completed when necessary. The village does not publish or post semiannual financial statements or file annual financial reports with the State Auditor's Office as required by state law.
Street Maintenance and Repair	The village has not developed a formal street maintenance plan.
Sunshine Law Compliance and Ordinances	The village's closed meeting procedures did not always comply with the Sunshine Law, and the village has not adopted a written policy regarding public access to village records. Village ordinances are not complete or up to date.

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

*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.

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