



Audit Services  
Second Quarter 2003  
Status Report on Findings Resolution

Release Date: July 24, 2003

**Status Report on Findings Resolution  
As of Second Quarter 2003  
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When updating this document quarterly, all items noted as resolved on the prior matrix will be dropped. ‘Complete’ comments are the representations of management. ‘No Response’ comments indicate Management declined to comment on, or respond to, this quarter’s report. Updated information will be obtained each quarter from the responsible party within the applicable department.

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**1999 External Audit Management Letter Comments**

Management Letter Comment	Department	Date Comment Appeared	Responsible	Management Action Plan & Management Comments	Resolution Date
A central grant administrator to ensure proper grant accounting.	Office of Financial Management	Fiscal 1999	Tom Franzen, Director of Financial Management  Doug Robinson, Budget & Financial Planning Director	As directed by the Board, staff is currently researching the grants management issue and will prepare information for a future work session to discuss the County's overall strategy regarding grants management.	<del>09/30/01</del> <sup>1</sup> <del>12/31/01</del> <sup>1</sup> <del>06/30/02</del> <sup>1</sup> <del>12/31/02</del> <sup>1</sup> 03/31/03 <sup>1</sup> 12/31/03 <sup>1</sup>

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<sup>1</sup> Auditor's Note: Revised timelines determined by Management.

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**Indian Creek Middle Basin Interlocal Agreement Audit  
Report Number 2001-02**

Audit Comment	Department	Date Comment Appeared	Responsible	Management Action Plan & Management Comments	Resolution Date
Johnson County Wastewater representatives either did not bill or under billed approximately \$4.1 million of charges for fees associated with the operation of the Indian Creek Middle Basin Interlocal Agreement.	County Manager	3 <sup>rd</sup> Quarter 2001	Mike Press, County Manager	<p>Settlement of this issue was reached; the terms involve seven annual payments of \$484,023.81, or approximately \$3.4 MM to be paid by the City of Olathe.</p> <p>In 2002, the County received the first of seven payments in the amount of \$484,023.81 from the City of Olathe. The County continues to work with the City of Olathe to negotiate a new contract. The estimated date for BOCC consideration of a new contract is the 3rd quarter of FY 2003.</p> <p>Auditor's Note: The second payment of \$484,023.81, due 12/31/02, has not yet been received.</p> <p>Management Comment: A payment for half of the payment due was received when the County submitted a draft contract to Olathe staff. The other half is to be paid when the Olathe governing body approves the contract, expected by 9/30/03.</p>	<p>Complete<sup>1</sup></p> <p>09/30/03<sup>1</sup></p>

<sup>1</sup> Auditor's Note: Revised timelines determined by Management.

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**Register of Deeds Internal Control Audit  
Report Number 2001-05-a**

Audit Comment	Department	Date Comment Appeared	Responsible	Management Action Plan & Management Comments	Resolution Date
The County Auditor's review previously noted internal control weaknesses regarding the safeguarding of assets within the ROD office.	Register of Deeds	3 <sup>rd</sup> Quarter 2001	Becky Davis, Register of Deeds	The ROD office requires a replacement of our entire computer operating systems and a process restructure of ROD personnel in order to keep pace with the huge increase in customer transactions we now experience. The RFP for a new computer operating system is complete. The contract with AMCAD® was signed in June 2003. We have planned on the go live date for the system to be December 1, 2003. Acceptance of the system will be thirty days after running consecutively.	<del>11/30/03</del> 12/31/03 <sup>1</sup>

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<sup>1</sup>Auditor's Note: Revised timelines determined by Management.

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**2001 External Audit Management Letter Comments**

Management Letter Comment	Department	Date Comment Appeared	Responsible	Management Action Plan & Management Comments	Resolution Date
Various County departments have their own bank accounts, and the Treasurer has numerous bank accounts. This unnecessarily complicates the bank reconciliation, daily bookkeeping, and depository security processes.	Office of Financial Management	3 <sup>rd</sup> Quarter 2002	Tom Franzen, Director of Financial Management	Numerous bank accounts are open due to the logistics associated with various county department locations. The Cash Manager is currently evaluating the County's options regarding consolidation of accounts and the possible use of one bank for financial activity. A final decision regarding the status of the various County accounts will be determined after this evaluation has been completed.  OFM, with Treasurer staff concurrence, has submitted a recommendation to the County Manager for consolidation of county bank accounts. The recommendation has been approved. After subsequent discussions with affected departments, OFM and TRE staff will begin the migration of banking activity to the appropriate bank accounts.	03/31/03 <sup>1</sup> 06/30/03 <sup>1</sup> 12/31/03 <sup>1</sup>
	Treasurer	3 <sup>rd</sup> Quarter 2002	Dennis Wilson, County Treasurer	The Treasurer's department is currently working diligently with the management staff of OFM to consolidate many of our existing bank accounts. The Treasurer and OFM have complete dedication to the development of a resolution beneficial to the departments affected by the impending change and to the County as a whole.	
	Legal	3 <sup>rd</sup> Quarter 2002	Larry McAulay, Director of Legal Services	On 2/07/2003, the Legal Department issued an opinion to the Treasurer that most County bank accounts were under the oversight of the Treasurer. This opinion also points out that certain accounts fall outside of the Treasurer's responsibility, for example the Library Board and Park and Recreation District bank accounts.	
	County Manager	3 <sup>rd</sup> Quarter 2002	Mike Press, County Manager	At the direction of the County Manager, a listing of all bank accounts has been created. Bank accounts that are the responsibility of the Treasurer have been identified.	

<sup>1</sup> Auditor's Note: Revised timelines determined by Management.

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**Corrections Grants Audit  
Report Number 2002-03**

Audit Comment	Department	Date Comment Appeared	Responsible	Management Action Plan & Management Comments	Resolution Date
<p>The County maintained approximately \$1.1 million of revenues, unexpended Client Reimbursements, in a Project Account that existed outside of the Annual Capital and Operating Budget.</p> <p>The County Auditor recommends that the County Manager or his representatives provide the BOCC with a timeframe or implementation schedule for including Client Reimbursements within the annual operating budget.</p>	Department of Corrections	4th Quarter 2002	Mike Press, County Manager	The FY03 Budget will be revised during the first quarter of FY03 to include the four Corrections project accounts - Client Reimbursements, Recreation, Juvenile Supervision and House Arrest. All four projects will be included as part of the FY04 annual budget process.	08/31/03 (upon adoption of FY2004 Budget)
<p>The County Auditor recommends that the County Manager or his representatives review the three remaining Community Corrections Department's Project Accounts to determine if these programs should be included in the annual budgetary process.</p>	Department of Corrections	4th Quarter 2002	Mike Press, County Manager	County staff has already begun reviewing all existing project accounts, including those in Corrections, for inclusion in a FY03 budget revision and the FY04 annual budget process.	08/31/03 (upon adoption of FY2004 Budget)
<p>The County Auditor recommends that the County Manager or his representatives review all County Project Accounts to ensure that all Project Accounts are properly reflected in the County's financial system and the annual operating budget.</p>	County Manager	4th Quarter 2002	Mike Press, County Manager	County staff has already begun reviewing all existing project accounts, including those in Corrections, for inclusion in a FY03 budget revision and the FY04 annual budget process.	08/31/03 (upon adoption of FY2004 Budget)
<p>The County Auditor recommends that Community Corrections representatives notify the corrections advisory board and the BOCC of the anticipated usage of \$31,384 in unexpended Juvenile Justice Authority grant funds, from grant year 1998, to be used for grant year 2003 operations.</p>	Department of Corrections	4th Quarter 2002	Michael Youngken, Department of Corrections Director	Staff contacted JJA in December 2002 to request the use of these unexpended funds for FY2003. Staff continues to follow up with JJA in working through the process to resolve any outstanding issues.	<del>03/31/03</del> <sup>1</sup> <del>06/30/03</del> <sup>1</sup> 09/30/03 <sup>1</sup>

<sup>1</sup> Auditor's Note: Revised timelines determined by Management.

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**Corrections Grants Audit (Continued)  
Report Number 2002-03**

Audit Comment	Department	Date Comment Appeared	Responsible	Management Action Plan & Management Comments	Resolution Date
The County Auditor recommends that the County Manager or his representatives obtain the appropriate authorization to use \$4,096 of unexpended grant funding, from prior years, for grant year 2003 operations.	Department of Corrections	4th Quarter 2002	Michael Youngken, Department of Corrections Director	Staff contacted JJA in December 2002 to request the use of these unexpended funds for FY2003. Staff continues to follow up with JJA in working through the process to resolve any outstanding issues.	<del>03/31/03</del> <sup>1</sup> <del>06/30/03</del> <sup>1</sup> 09/30/03 <sup>1</sup>
The County Auditor recommends that the County Manager or his representatives obtain the appropriate authorization to apply the \$7,133 of unexpended grant funding to grant year 2003 operations.	Department of Corrections	4th Quarter 2002	Michael Youngken, Department of Corrections Director	Staff contacted JJA in December 2002 to request the use of these unexpended funds for FY2003. Staff continues to follow up with JJA in working the process to resolve any outstanding issues.	<del>03/31/03</del> <sup>1</sup> <del>06/30/03</del> <sup>1</sup> 09/30/03 <sup>1</sup>