



County of Allegheny

Office of the Controller

INDEPENDENT AUDITOR'S REPORT
ALLEGHENY COUNTY SHERIFF'S OFFICE
U.S. DEPARTMENT OF JUSTICE
EQUITABLE SHARING FUND
FOR THE YEAR ENDED
DECEMBER 31, 2018

May 30, 2019

Chelsa Wagner
Controller

104 County Courthouse
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COUNTY OF ALLEGHENY

OFFICE OF THE CONTROLLER

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May 30, 2019

Honorable William P. Mullen
Allegheny County Sheriff
111 County Courthouse
436 Grant Street
Pittsburgh, PA 15219

Independent Auditor's Report
Allegheny County Sheriff's Office
U.S. Department of Justice Equitable Sharing Fund
For the Year Ended December 31, 2018

Dear Sheriff Mullen:

Report on the Financial Statements

We have audited the accompanying financial statements of the Allegheny County Sheriff's Office (Sheriff's Office) U.S. Department of Justice Equitable Sharing Fund as of and for the year ended December 31, 2018.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Sheriff's Office's U.S. Department of Justice Equitable Sharing Fund as of December 31, 2018, and the changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Sheriff Mullen
May 30, 2019

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated May 30, 2019 on our consideration of the Sheriff's Office internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Sheriff's Office internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Sheriff's Office internal control over financial reporting and compliance.

Kind regards,



Chelsa Wagner
Controller



Lori A. Churilla
Assistant Deputy Controller, Auditing

cc: Honorable John DeFazio, President, County Council
Honorable Nicholas Futules, Vice-President, County Council
Honorable Rich Fitzgerald, County Executive, Allegheny County
Mr. William McKain, County Manager, Allegheny County
Ms. Jennifer Liptak, Chief of Staff, County Executive
Ms. Mary C. Soroka, Director, Budget and Finance
Ms. Kristen Pivarnik, Accounting and Budget Manager, Sheriff's Office

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CONTROLLER, COUNTY OF ALLEGHENY
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ALLEGHENY COUNTY SHERIFF'S OFFICE
U.S. DEPARTMENT OF JUSTICE EQUITABLE SHARING FUND
BALANCE SHEET
DECEMBER 31, 2018

ASSETS

Cash	\$	285,171
Due from Other Governments		210,576
Due from Other Funds		1,273
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Total Assets	\$	497,020

LIABILITIES AND FUND BALANCE

Accounts Payable	\$	9,762
Due to Other Funds		4,356
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Total Liabilities		14,118
Restricted Fund Balance (to be used for Law Enforcement Activities)		482,902
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Total Fund Balance		482,902
		<hr/>
Total Liabilities and Fund Balance	\$	497,020

See accompanying notes to financial statements.

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ALLEGHENY COUNTY SHERIFF'S OFFICE
U.S. DEPARTMENT OF JUSTICE EQUITABLE SHARING FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE YEAR ENDED DECEMBER 31, 2018

REVENUES

Shared Revenue	\$	368,435
Interest Income		3,184
Total Revenues		371,619

EXPENDITURES

Overtime	57,454
Automobiles	23,325
Supplies	23,005
Equipment	18,719
Telephone	16,683
Fringe Benefits & Payroll Taxes (for overtime)	9,727
Professional Services	8,373
Rentals and Leases	3,717
Clothing and Uniforms	2,928
Other Expenses	641
Total Expenditures	164,572
Change in Fund Balance	207,047
Fund Balance - Beginning of Year	275,855
Fund Balance - End of Year	\$ 482,902

See accompanying notes to financial statements.

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ALLEGHENY COUNTY SHERIFF'S OFFICE
U.S. DEPARTMENT OF JUSTICE EQUITABLE SHARING FUND
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Reporting Entity

The Allegheny County Sheriff's Office (Sheriff's Office) performs a variety of functions ranging from serving writs, to apprehending criminals, to conducting Sheriff's sales.

The Allegheny County Sheriff's Office participates in the U.S. Department of Justice's Equitable Sharing Program. Under the program, any state or local law enforcement agency that directly participates in an investigation or prosecution that results in a federal recovery of forfeited property may request an equitable share of the proceeds of the forfeited property. The federal investigative agency, the United States Attorney, or the Department of Justice Criminal Division determines the appropriate equitable share for each asset and requesting agency. The authority to share federally forfeited property with participating state and local law enforcement agencies is established via Title 21 U.S. Code Section 881(e)(3).

A provision of the U.S. Department of Justice's Equitable Sharing Program requires that a separate special revenue fund be utilized to account for deposits of funds received under the program, as well as disbursements of those funds. The Sheriff's Office U.S. Department of Justice Equitable Sharing Fund (the Fund) is a special revenue fund that was established for that purpose.

The accompanying Fund financial statements are intended to present only the assets, liabilities, fund balance, revenues, expenditures, and changes in fund balance of the Fund and not those of Allegheny County taken as a whole.

Basis of Accounting

The Fund's accounting records are maintained and the accompanying financial statements have been prepared on the modified accrual basis of accounting, in conformity with accounting principles generally accepted in the United States of America. Under the modified accrual basis of accounting, revenues are

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ALLEGHENY COUNTY SHERIFF'S OFFICE
U.S. DEPARTMENT OF JUSTICE EQUITABLE SHARING FUND
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE 1 **SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**

Basis of Accounting (Continued)

recognized in the period in which they become measurable and available. For revenue recognition purposes, amounts collected within 90 days of the financial statement date are deemed to be available. Expenditures are recorded when a liability is incurred.

NOTE 2 **DEPOSITS AND INVESTMENTS**

Pennsylvania statutes provide for investment of governmental funds into certain authorized investments. The statutes also allow pooling of governmental funds for investment purposes, and the cash in the U.S. Department of Justice Equitable Sharing Fund is pooled with Allegheny County's (County) cash for investment purposes. The County Investment Board has adopted an investment policy that adheres to State statutes and further limits permitted investment types and procedures. This policy was last revised June 2018. The primary objectives, in priority order, of the Board's investment activities are safety of principal, liquidity, and return on investment.

The County Treasurer is authorized by the County Investment Board to invest in U.S. Treasury Obligations, directly issued U.S. Federal Agency securities, repurchase agreements, deposit accounts, obligations of the Commonwealth of Pennsylvania, shares of investment companies (mutual funds), certificates of deposit, commercial paper, Pennsylvania Local Government Investment Trust (PLGIT), and INVEST. INVEST is a government pool established by the State Treasurer exclusively for use by Pennsylvania municipalities.

The County's cash deposits are subject to custodial credit risk. Custodial credit risk is the risk that, in the event of a bank failure, an entity's deposits may not be returned to it. The County's investment policy mitigates custodial credit risk by requiring collateralization of uninsured balances of certain investments, including certificates of deposit, savings accounts, time deposits, checking with interest accounts, and repurchase agreements. The County's investment policy limits

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U.S. DEPARTMENT OF JUSTICE EQUITABLE SHARING FUND
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE 2 **DEPOSITS AND INVESTMENTS (Continued)**

collateral to U.S. Treasury Obligations and U.S. Government Agency investments. The policy requires a collateralization level of 102% of the market value of principal and accrued interest and that collateralization be pledged in accordance with Act 72 of the Pennsylvania State Legislature, Section 3836-1 through Section 3836-6. Act 72 requires a financial institution to pool collateral for all governmental deposits and have the collateral held by an approved custodian in the institution's name.

The County's investments are subject to credit risk, custodial credit risk, concentration of credit risk and interest rate risk. The County's investment policy minimizes credit risk by permitting only certain types of investments and establishing minimum quality levels for riskier investments. With respect to custodial credit risk, the County's safekeeping and custody policy minimally requires that all security transactions be conducted within the confines of Act 72. Direct security transactions must be on a delivery versus payment basis. All securities are to be held in the Treasurer's name. If a counterparty is used, the counterparty must send written confirmation of the transaction to the Treasurer. According to the County's investment policy, diversification will prevent over concentration in a sector and minimize the opportunity for risky investments. With the exception of U.S. Treasury securities, no more than 55% of the County's total investment portfolio will be invested in a single security type or with a single financial institution. The County's investment policy attempts to minimize interest rate risk by limiting investment maturities to a maximum of 13 months from the purchase date, with limited exceptions.

NOTE 3 **FIXED ASSETS**

Forfeited funds may be used to purchase vehicles and equipment necessary for law enforcement purposes. Fixed assets are recorded as expenditures at the time of purchase. Fixed assets with a purchase price of \$5,000 or more and At-Risk Assets with a purchase price between \$500 and \$5,000 are recorded at cost on the County's fixed asset listing. The Sheriff's Office also maintains a listing of the fixed assets purchased using the Fund's resources.

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U.S. DEPARTMENT OF JUSTICE EQUITABLE SHARING FUND
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED DECEMBER 31, 2018

NOTE 4 **DUE FROM OTHER GOVERNMENTS**

Shared revenue of \$210,576 was received by the Sheriff's Office during the first 90 days of 2019. Because the U.S. Department of Justice made its sharing decisions with respect to these forfeitures in 2018 or earlier, and that information was made available to the Sheriff's Office via the EShare portal, the total amount received in connection with these forfeitures, \$210,576, was both measurable and available at the financial statement date (December 31, 2018) and should have been recognized as shared revenues in 2018 under the modified accrual basis of accounting.

NOTE 5 **DUE TO OTHER FUNDS**

In 2017, revenue other than equitable sharing revenue totaling \$4,356 was improperly recorded in the Fund as a contra-expenditure. This was included in the prior year report under finding #17-01; however, the Sheriff's Office did not transfer this other revenue out of the Fund in 2018.

NOTE 6 **FUND BALANCE RESTRICTION**

The fund balance of the U.S. Department of Justice Equitable Sharing Fund is restricted for conducting law enforcement activities as stipulated in the joint U.S. Department of Justice and U.S. Department of the Treasury's *Guide to Equitable Sharing for State, Local, and Tribal Law Enforcement Agencies*.

NOTE 7 **SHARED REVENUE**

Amounts reported under the caption shared revenue represent amounts received from the U.S. Department of Justice attributable to the Sheriff's Office participation in the U.S. Department of Justice's Equitable Sharing Program.