

**CHESTER COUNTY TAX
COLLECTION COMMITTEE**

FINANCIAL STATEMENTS

DECEMBER 31, 2020 AND 2019

CHESTER COUNTY TAX COLLECTION COMMITTEE

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INDEPENDENT AUDITOR'S REPORT

March 8, 2021

Members of the Management Committee
Chester County Tax Collection Committee
Downingtown, Pennsylvania

Report on the Financial Statements

We have audited the accompanying financial statements of the Chester County Tax Collection Committee ("the CCTCC"), Downingtown, Pennsylvania, as of and for the years ended December 31, 2020 and 2019, and the related notes to the financial statements, which collectively comprise the CCTCC's basic financial statements, as listed in the table of contents.

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 audits. We conducted our audits 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.

Members of the Management Committee
Chester County Tax Collection Committee

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 Chester County Tax Collection Committee, Downingtown, Pennsylvania, as of December 31, 2020 and 2019, and the changes in its financial position and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis on pages 4 through 8 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the CCTCC's basic financial statements. The budgetary comparison schedule on page 17 is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The budgetary comparison schedule is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The budgetary comparison schedule has been subjected to the auditing procedures applied

Members of the Management Committee
Chester County Tax Collection Committee

in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the budgetary comparison schedule is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated March 8, 2016, on our consideration of the CCTCC's 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 solely 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 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 CCTCC's internal control over financial reporting and compliance.

Barbacane, Thornton & Company LLP
BARBACANE, THORNTON & COMPANY LLP

CHESTER COUNTY TAX COLLECTION COMMITTEE

MANAGEMENT'S DISCUSSION AND ANALYSIS - UNAUDITED

This discussion and analysis of the Chester County Tax Collection Committee ("the CCTCC") of Chester County, Pennsylvania, provides an overview of the CCTCC's performance for the years ended December 31, 2020 and 2019. Please read it in conjunction with the CCTCC's financial statements, which begin on page 9.

The purpose of the CCTCC is to oversee collection and to appoint a tax collector to collect, within the Tax Collection District, earned income tax, local services tax, and other taxes. Act 32 requires the CCTCC to assume jurisdiction over earned income tax. Act 32 also allows the CCTCC to assume jurisdiction over other taxes. The CCTCC shall assume jurisdiction over local services tax levied by those taxing authorities that have signed and provided the documentation required by the CCTCC. The CCTCC may also assume jurisdiction over other taxes in the future.

FINANCIAL HIGHLIGHTS

- In 2020, the CCTCC received \$41,183 in a committee member allocation, an increase of \$11,183 from the previous year. In both 2019 and 2018, the CCTCC received \$30,000 in a committee member allocation.
- As of December 31, 2020, the CCTCC reported ending net position of \$28,778, an increase of \$4,260 as compared to December 31, 2019. As of December 31, 2019, the CCTCC reported ending net position of \$24,518, a decrease of \$6,822 as compared to December 31, 2018.

USING THIS ANNUAL REPORT

This annual report consists of three parts: management's discussion and analysis, financial statements, and supplementary information. The financial statements also include notes that explain in more detail some of the information in the financial statements.

Required Financial Statements

The financial statements report information about the CCTCC using full accrual accounting methods as utilized by similar business activities in the private sector. These statements offer both short-term and long-term financial information about its activities.

The statement of net position includes all of the CCTCC's assets and liabilities and provides information about the nature and amounts of investments in resources (assets) and obligations (liabilities). It also provides the basis for evaluating the capital structure of the CCTCC and assessing the liquidity and financial flexibility of the CCTCC. All of the current year's revenues and expenses are accounted for in the statement of revenues, expenses, and changes in net position. The statement of cash flows provides information about the CCTCC's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operations, investing, and capital and related financing activities; and provides answers to such questions as, "From where did cash come?;" "For what was cash used?;" and "What was the change in cash balance during the reporting period?"

CHESTER COUNTY TAX COLLECTION COMMITTEE

MANAGEMENT'S DISCUSSION AND ANALYSIS - UNAUDITED (CONT'D)

FINANCIAL ANALYSIS OF THE COMMITTEE

One of the most important questions asked about the CCTCC's finances is, "Is the CCTCC better or worse off as a result of the year's activities?" The statement of net position and statement of revenues, expenses, and changes in net position report information about the CCTCC's activities in a way that will help answer this question. These two statements report the net position of the CCTCC and changes in net position. The reader can think of the CCTCC's net position (the difference between assets and liabilities) as one way to measure financial health or financial position. Over time, increases or decreases in the CCTCC's net position is one indicator of whether its financial health is improving or deteriorating. However, the reader will need to also consider other nonfinancial factors such as changes in economic conditions, population growth, and new or changed legislation.

The CCTCC's assets exceeded liabilities by \$28,778, \$24,518 and \$31,340 at the close of 2020, 2019 and 2018, respectively. Our analysis focuses on the assets (Table 1) and the changes in net position (Table 2) of the CCTCC.

TABLE 1			
CHESTER COUNTY TAX COLLECTION COMMITTEE'S NET POSITION			
DECEMBER 31, 2020, 2019, AND 2018			
	<u>2020</u>	<u>2019</u>	<u>2018</u>
Cash	<u>\$ 39,378</u>	<u>\$ 35,018</u>	<u>\$ 42,253</u>
Total Assets	<u>39,378</u>	<u>35,018</u>	<u>42,253</u>
Accounts payable	<u>10,600</u>	<u>10,500</u>	<u>10,913</u>
Total Liabilities	<u>10,600</u>	<u>10,500</u>	<u>10,913</u>
Net Position:			
Unrestricted	<u>28,778</u>	<u>24,518</u>	<u>31,340</u>
Total Net Position	<u>\$ 28,778</u>	<u>\$ 24,518</u>	<u>\$ 31,340</u>

As of December 31, 2020, 2019 and 2018 the largest portion of the CCTCC's net position reflects its available cash. The majority of the accounts payable of the CCTCC was incurred for administrative fees.

The CCTCC is a governmental entity created, organized, and required to appoint a tax collector to collect earned income tax and possibly other taxes throughout the CCTCC District. Revenues for the CCTCC include committee member allocations from the taxing authorities of Chester County and interest income.

CHESTER COUNTY TAX COLLECTION COMMITTEE

MANAGEMENT'S DISCUSSION AND ANALYSIS - UNAUDITED (CONT'D)

At the end of 2020, 2019 and 2018 the CCTCC is able to report a positive balance in net position for each year. The revenues for the CCTCC for the year ended 2020 increased by \$11,154 compared to 2019 mainly due to the increase in the committee member allocation. The revenues for the CCTCC for the year ended 2019 decreased by \$23 compared to 2018 due to a decrease in the interest income.

The CCTCC's unrestricted net position may be used to meet the CCTCC's operating expenses. The CCTCC's expenses for the years ended December 31, 2020, 2019 and 2018 remained relatively consistent.

Table 2 shows the changes in net position for the years ended December 31, 2020, 2019 and 2018.

TABLE 2			
CHESTER COUNTY TAX COLLECTION COMMITTEE'S CHANGE IN NET POSITION			
FOR THE YEARS ENDED DECEMBER 31, 2020, 2019, AND 2018			
	2020	2019	2018
Revenues:			
Committee member allocation	\$ 41,183	\$ 30,000	\$ 30,000
Interest income	134	163	186
Total Revenues	<u>41,317</u>	<u>30,163</u>	<u>30,186</u>
Expenses:			
Audit and accounting expense	3,850	3,750	3,750
Office expense	574	1,421	1,437
Insurance expense	3,500	3,500	3,500
Professional fees	2,133	1,314	1,922
Administrative costs	27,000	27,000	27,000
Total Expenses	<u>37,057</u>	<u>36,985</u>	<u>37,609</u>
Change in Net Position	4,260	(6,822)	(7,423)
Net Position, January 1	24,518	31,340	38,763
Net Position, December 31	<u>\$ 28,778</u>	<u>\$ 24,518</u>	<u>\$ 31,340</u>

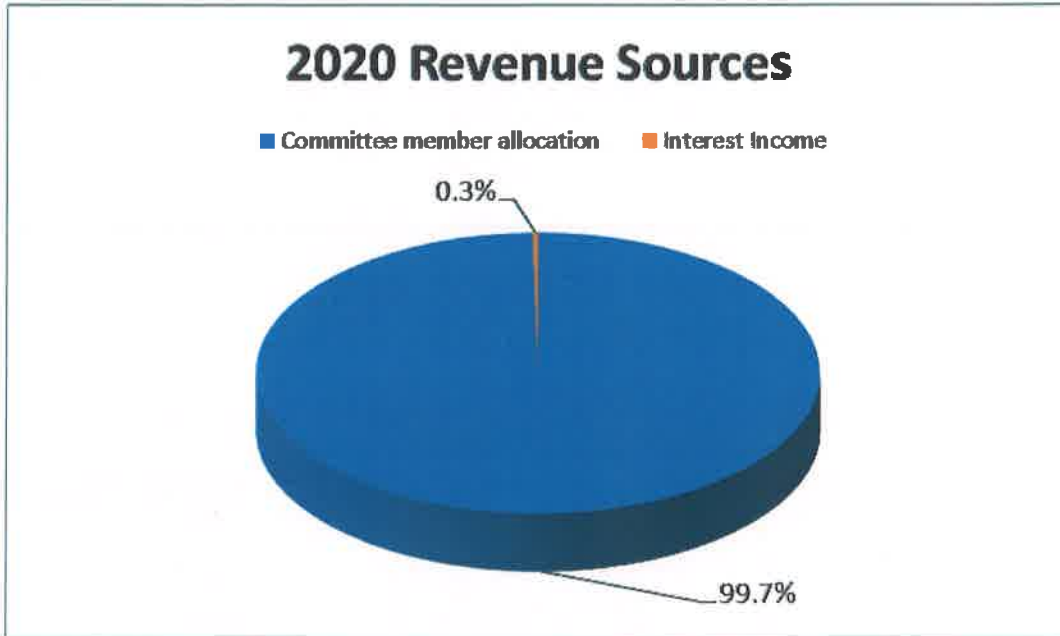
In 2020, 2019 and 2018 committee member allocation accounted for 99.7, 99.5 and 99.4 percent, respectively, of the total revenues of the CCTCC.

Professional fees accounted for approximately six, four and five percent of the total expenses of the CCTCC for 2020, 2019 and 2018 respectively. Administrative costs accounted for approximately 73, 73 and 72 percent of the total expenses of the CCTCC for 2020, 2019 and 2018, respectively, while audit and accounting expense accounted for approximately 10 percent of the total expenses of the CCTCC for 2020, 2019 and 2018.

Other expenses include office expense and insurance expense, which make up approximately 11, 13 and 13 percent, respectively, of total expenses of the CCTCC for 2020, 2019 and 2018, respectively.

CHESTER COUNTY TAX COLLECTION COMMITTEE

MANAGEMENT'S DISCUSSION AND ANALYSIS - UNAUDITED (CONT'D)



CHESTER COUNTY TAX COLLECTION COMMITTEE

MANAGEMENT'S DISCUSSION AND ANALYSIS - UNAUDITED (CONT'D)

Capital Assets

The CCTCC does not have any capital assets.

Long-term Debt

The CCTCC does not have any long-term debt outstanding.

ECONOMIC FACTORS AND BUDGET

In preparation of the fiscal year 2021 budget, there were no changes to the procedures behind creating the budget. The budget is based upon the future needs of funds to meet the expenses of the CCTCC. Total revenues are budgeted at \$41,333, and total expenses are budgeted at \$41,250 for fiscal year 2021. This represents a net increase of \$83 to net position.

ON-GOING PROJECTS

The CCTCC does not have any currently on-going projects.

REQUESTS FOR INFORMATION

This financial report was designed to provide a general overview of the CCTCC's finances for those with an interest in the government's finances. Questions concerning any of the information provided herein or requests for additional financial information should be addressed to: Administrator, Chester County Tax Collection Committee, 455 Boot Road, Downingtown, PA 19335 or by telephone at 484-237-5043.

**CHESTER COUNTY TAX COLLECTION COMMITTEE
STATEMENTS OF NET POSITION
DECEMBER 31, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
ASSETS		
Current Assets:		
Cash	\$ 39,378	\$ 35,018
TOTAL ASSETS	<u>\$ 39,378</u>	<u>\$ 35,018</u>
LIABILITIES AND NET POSITION		
Current Liabilities:		
Accounts payable	\$ 10,600	\$ 10,500
TOTAL LIABILITIES	<u>10,600</u>	<u>10,500</u>
Net Position:		
Unrestricted	<u>28,778</u>	<u>24,518</u>
TOTAL NET POSITION	<u>28,778</u>	<u>24,518</u>
TOTAL LIABILITIES AND NET POSITION	<u>\$ 39,378</u>	<u>\$ 35,018</u>

The accompanying notes are an integral part of these financial statements.

**CHESTER COUNTY TAX COLLECTION COMMITTEE
STATEMENTS OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
OPERATING REVENUES:		
Committee member allocation	\$ 41,183	\$ 30,000
TOTAL OPERATING REVENUES	<u>41,183</u>	<u>30,000</u>
OPERATING EXPENSES:		
Audit and accounting expense	3,850	3,750
Office expense	574	1,421
Insurance expense	3,500	3,500
Professional fees	2,133	1,314
Administrative costs	27,000	27,000
TOTAL OPERATING EXPENSES	<u>37,057</u>	<u>36,985</u>
OPERATING INCOME (LOSS)	<u>4,126</u>	<u>(6,985)</u>
NONOPERATING REVENUE:		
Interest income	134	163
TOTAL NONOPERATING REVENUE	<u>134</u>	<u>163</u>
CHANGE IN NET POSITION	4,260	(6,822)
NET POSITION, BEGINNING OF YEAR	<u>24,518</u>	<u>31,340</u>
NET POSITION, END OF YEAR	<u>\$ 28,778</u>	<u>\$ 24,518</u>

The accompanying notes are an integral part of these financial statements.

**CHESTER COUNTY TAX COLLECTION COMMITTEE
STATEMENTS OF CASH FLOWS
FOR THE YEARS ENDED DECEMBER 31, 2020 AND 2019**

	<u>2020</u>	<u>2019</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Receipts from committee members	\$ 41,183	\$ 30,000
Payments to suppliers for goods and services	(36,957)	(37,398)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>4,226</u>	<u>(7,398)</u>
CASH FLOWS FROM INVESTING ACTIVITIES:		
Investment income	134	163
NET CASH PROVIDED BY INVESTING ACTIVITIES	<u>134</u>	<u>163</u>
NET INCREASE (DECREASE) IN CASH	4,360	(7,235)
CASH, BEGINNING OF YEAR	<u>35,018</u>	<u>42,253</u>
CASH, END OF YEAR	<u>\$ 39,378</u>	<u>\$ 35,018</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Net operating income (loss)	\$ 4,126	\$ (6,985)
Adjustments to reconcile change in net operating income (loss) to net cash provided (used) by operating activities:		
Increase (Decrease) in liabilities:		
Accounts payable	100	(413)
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u>\$ 4,226</u>	<u>\$ (7,398)</u>

The accompanying notes are an integral part of these financial statements.

CHESTER COUNTY TAX COLLECTION COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS

NOTE 1 BACKGROUND AND PURPOSE

Background

The Chester County Tax Collection Committee ("the CCTCC") is a government entity created and organized under Act 32 of 2008, which amended and restated the Local Tax Enabling Act. Under Act 32, the CCTCC is required to appoint a tax collector to collect income tax and possibly other taxes throughout the Chester County Tax Collection District, and to oversee the appointed tax collector's collection within the Chester County Tax Collection District.

The following school districts and municipalities are within the Chester County Tax Collection District. These school districts and municipalities are considered "taxing authorities."

Avon Grove School District	Kennett Square Borough
Avondale Borough	Kennett Township
Birmingham Township	London Britain Township
Caernarvon Township	London Grove Township
Caln Township	Lower Oxford Township
Chadds Ford Township	Malvern Borough
Charlestown Township	Modena Borough
Coatesville Area School District	New Garden Township
Coatesville City	New London Township
Downingtown Area School District	New Morgan Borough
Downingtown Borough	Newlin Township
East Bradford Township	North Coventry Township
East Brandywine Township	Owen J. Roberts School District
East Caln Township	Oxford Area School District
East Coventry Township	Oxford Borough
East Fallowfield Township	Penn Township
East Goshen Township	Pennsbury Township
East Marlborough Township	Phoenixville Area School District
East Nantmeal Township	Phoenixville Borough
East Nottingham Township	Pocopson Township
East Pikeland Township	Robeson Township
East Vincent Township	Sadsbury Township
East Whiteland Township	Schuylkill Township
Easttown Township	South Coatesville Borough
Elk Township	South Coventry Township
Elverson Borough	Thornbury Township - Chester County
Franklin Township	Thornbury Township - Delaware County
Great Valley School District	Tredyffrin Township
Honey Brook Borough	Tredyffrin-Easttown School District
Honey Brook Township	Twin Valley School District
Kennett Consolidated School District	Unionville-Chadds Ford School District

CHESTER COUNTY TAX COLLECTION COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS

NOTE 1 BACKGROUND AND PURPOSE (cont'd)

Upper Oxford Township	West Goshen Township
Upper Uwchlan Township	West Grove Borough
Uwchlan Township	West Marlborough Township
Valley Township	West Nantmeal Township
Wallace Township	West Nottingham Township
Warwick Township	West Pikeland Township
West Bradford Township	West Vincent Township
West Brandywine Township	West Whiteland Township
West Caln Township	Westtown Township
West Chester Area School District	Willistown Township
West Chester Borough	

Purpose

The purpose of the CCTCC is to oversee collection and to appoint a tax collector to collect, within the Chester County Tax Collection District, earned income tax, local services tax, and other taxes. Act 32 requires the CCTCC to assume jurisdiction over earned income tax. Act 32 also allows the CCTCC to assume jurisdiction over other taxes. The CCTCC shall assume jurisdiction over local services tax levied by those taxing authorities that have signed and provided the documentation required by the CCTCC. The CCTCC may also in the future assume jurisdiction over other taxes.

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The CCTCC complies with accounting principles generally accepted in the United States of America. Accounting principles generally accepted in the United States of America includes all relevant Governmental Accounting Standards Board ("GASB") pronouncements. The accounting and reporting framework and the more significant accounting policies are discussed in subsequent subsections of this Note.

Reporting Entity

For financial reporting purposes, the primary government of the CCTCC includes all boards that make up the CCTCC's legal entity.

Basis of Presentation

The statement of net position and the statement of revenues, expenses, and changes in net position display information about the CCTCC as a whole.

CHESTER COUNTY TAX COLLECTION COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

The financial statements are prepared using the accrual basis of accounting. Revenues are recognized when they are earned, and expenses are recognized when they are incurred.

The CCTCC adheres to the provisions of the *GASB Codification of Governmental Accounting and Financial Reporting Standards*, which establishes standards for external financial reporting for all state and local governmental entities, which includes a statement of net position; a statement of revenues, expenses, and changes in net position; and a statement of cash flows. It requires the classification of net position into three components – net investment in capital assets, restricted, and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** – This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets. If there are significant unspent related debt proceeds at year end, the portion of the debt attributable to the unspent proceeds is not included in the calculation of net investment in capital assets. Rather, that portion of the debt is included in the same net position component as the unspent proceeds.
- **Restricted** – This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation. It is comprised of assets, net of related liabilities, that are required to be set aside by revenue bond covenants for operations, maintenance, and renewal and replacements.
- **Unrestricted** – This component of net position consists of net position that does not meet the definition of “net investment in capital assets” or “restricted.” Administrative expenses are paid with the use of unrestricted resources.

Budgets

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. Annual budgets are presented and approved at the annual meeting for all of the CCTCC delegates. Annual appropriations lapse at the end of the fiscal year. For 2020 and 2019, there were no budgetary amendments.

Cash

The CCTCC's cash is considered to be cash held in the bank.

CHESTER COUNTY TAX COLLECTION COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS

NOTE 2 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (cont'd)

Revenues and Expenses

Revenues and expenses are distinguished between operating and nonoperating items. Operating revenues generally result from providing services in connection with the CCTCC's principal ongoing operations. The principal operating revenues of the CCTCC are committee member allocations.

Operating expenses include mostly administrative expenses. All revenues and expenses not meeting these definitions are reported as nonoperating revenues and expenses.

Use of Restricted/Unrestricted Net Position

When an expense is incurred for purposes for which both restricted and unrestricted net position is available, the CCTCC's policy is to apply restricted net position first.

Use of Estimates in the Preparation of Financial Statements

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates. Currently, there are no estimates used in the financial statements.

NOTE 3 DEPOSITS

Deposits

Custodial Credit Risk

Custodial credit risk is the risk that in the event of a bank failure, the government's deposits may not be returned. At December 31, 2020, the carrying amount of the CCTCC's deposits was \$39,378, and the bank balance was \$39,378. All of the bank balance was covered by federal depository insurance. At December 31, 2019, the carrying amount of the CCTCC's deposits was \$35,018, and the bank balance was \$35,018. All of the bank balance was covered by federal depository insurance.

NOTE 4 RELATED PARTY TRANSACTIONS

The CCTCC is involved in various transactions with the Chester County Intermediate Unit ("CCIU"), which could be a related party because of shared Board members. Both the Board of Directors of the CCTCC and CCIU are comprised of representatives from various Chester County school

CHESTER COUNTY TAX COLLECTION COMMITTEE

NOTES TO THE FINANCIAL STATEMENTS

NOTE 4 RELATED PARTY TRANSACTIONS (cont'd)

districts. As of December 31, 2020 and 2019, no Board member served on both the CCIU and CCTCC's Board of Directors.

The CCIU provides general and administrative services to the CCTCC for its operations. For the years ended December 31, 2020 and 2019, the CCTCC was responsible for reimbursing the CCIU \$27,000 for general and administrative services provided. Of these amounts, \$6,750 was payable to the CCIU as of December 31, 2020 and 2019.

The CCIU is contracted to provide these services to the CCTCC through January 31, 2023. Future payments to the CCIU are as follows:

<u>Year Ending December 31,</u>	
2021	\$ 27,458
2022	27,959
2023	<u>2,292</u>
Total	<u>\$ 57,709</u>

NOTE 5 UNCERTAINTY

As a result of the spread of the COVID-19 coronavirus which is ongoing at December 31, 2020, economic and operational uncertainties have arisen which may impact the CCTCC in fiscal year 2021. The extent of the potential impact is unknown as the COVID-19 pandemic continues to develop.

NOTE 6 SUBSEQUENT EVENTS

The CCTCC has evaluated all subsequent events through March 8, 2021, the date the financial statements were available to be issued.

SUPPLEMENTARY INFORMATION

**CHESTER COUNTY TAX COLLECTION COMMITTEE
BUDGETARY COMPARISON SCHEDULE
FOR THE YEAR ENDED DECEMBER 31, 2020**

	Budget	Actual	Variance with Final Budget Positive (Negative)
REVENUES			
Committee member allocation	\$ 41,183	\$ 41,183	\$ -
Interest income	150	134	(16)
TOTAL REVENUES	41,333	41,317	(16)
EXPENSES			
Audit and accounting expense	3,850	3,850	-
Office expense	1,250	574	676
Contingency	500	-	500
Meeting expense	150	-	150
Insurance expense	3,500	3,500	-
Professional fees	5,000	2,133	2,867
Administrative costs	27,000	27,000	-
TOTAL EXPENSES	41,250	37,057	4,193
CHANGE IN NET POSITION	83	4,260	4,177
NET POSITION, BEGINNING OF YEAR	24,518	24,518	-
NET POSITION, END OF YEAR	\$ 24,601	\$ 28,778	\$ 4,177

OTHER REPORT



INDEPENDENT AUDITOR'S REPORT ON
INTERNAL CONTROL OVER FINANCIAL REPORTING AND
ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS

March 8, 2021

Members of the Management Committee
Chester County Tax Collection Committee
Downingtown, Pennsylvania

We have audited, in accordance with the 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, the financial statements of the Chester County Tax Collection Committee ("the CCTCC"), Downingtown, Pennsylvania, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise the CCTCC's basic financial statements, and have issued our report thereon dated March 8, 2021.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the CCTCC's internal control over financial reporting ("internal control") to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing an opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the CCTCC's internal control. Accordingly, we do not express an opinion on the effectiveness of the CCTCC's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the CCTCC's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Members of the Management Committee
Chester County Tax Collection Committee

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the CCTCC's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Barbacane, Thornton & Company LLP
BARBACANE, THORNTON & COMPANY LLP



March 8, 2021

Members of the Management Committee
Chester County Tax Collection Committee
Downingtown, Pennsylvania

We have audited the financial statements of the Chester County Tax Collection Committee ("the CCTCC") as of and for the year ended December 31, 2020 and have issued our report thereon dated March 8, 2021. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated January 6, 2021, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with the accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free from material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing 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 over financial reporting. Accordingly, as part of our audit, we considered the internal control of the CCTCC solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, and our firm have complied with all relevant ethical requirements regarding independence.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. There have been no initial selection of accounting policies and no changes in significant accounting policies or their application during 2020. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

There are no significant accounting estimates affecting the financial statements.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances, and the financial statements as a whole. There were no uncorrected misstatements detected during the audit.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. No such misstatements were detected as a result of our audit procedures.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the CCTCC's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter dated March 8, 2021.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the CCTCC, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the CCTCC's auditor.

Restriction on Use

This report is intended solely for the information and use of members of the Management Committee and management of the Chester County Tax Collection Committee, and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

Barbacane, Thornton & Company LLP
BARBACANE, THORNTON & COMPANY LLP