



County Audit

# Beckham County, Oklahoma

For the Fiscal Year Ended  
June 30, 2006



Office of the Oklahoma State Auditor and Inspector  
Jeff A. McMahan, CFE

**BECKHAM COUNTY, OKLAHOMA  
FINANCIAL STATEMENT  
AND INDEPENDENT AUDITOR'S REPORT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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STATE OF OKLAHOMA  
OFFICE OF THE AUDITOR AND INSPECTOR

Jeff A. McMahan  
State Auditor and Inspector

June 11, 2007

TO THE CITIZENS OF  
BECKHAM COUNTY, OKLAHOMA

Transmitted herewith is the audit of Beckham County, Oklahoma, for the fiscal year ended June 30, 2006. A report of this type is critical in nature; however, we do not intend to imply that our audit failed to disclose commendable features in the present accounting and operating procedures of the County.

We wish to take this opportunity to express our appreciation for the assistance and cooperation extended to our office during the course of our audit.

The Office of the State Auditor and Inspector is committed to serving the public interest by providing independent oversight and by issuing reports that serve as a management tool to the state to ensure a government which is accountable to the people of the State of Oklahoma.

Sincerely,

A handwritten signature in blue ink, reading "Jeff A. McMahan".

JEFF A. McMAHAN  
State Auditor and Inspector

**BECKHAM COUNTY, OKLAHOMA  
FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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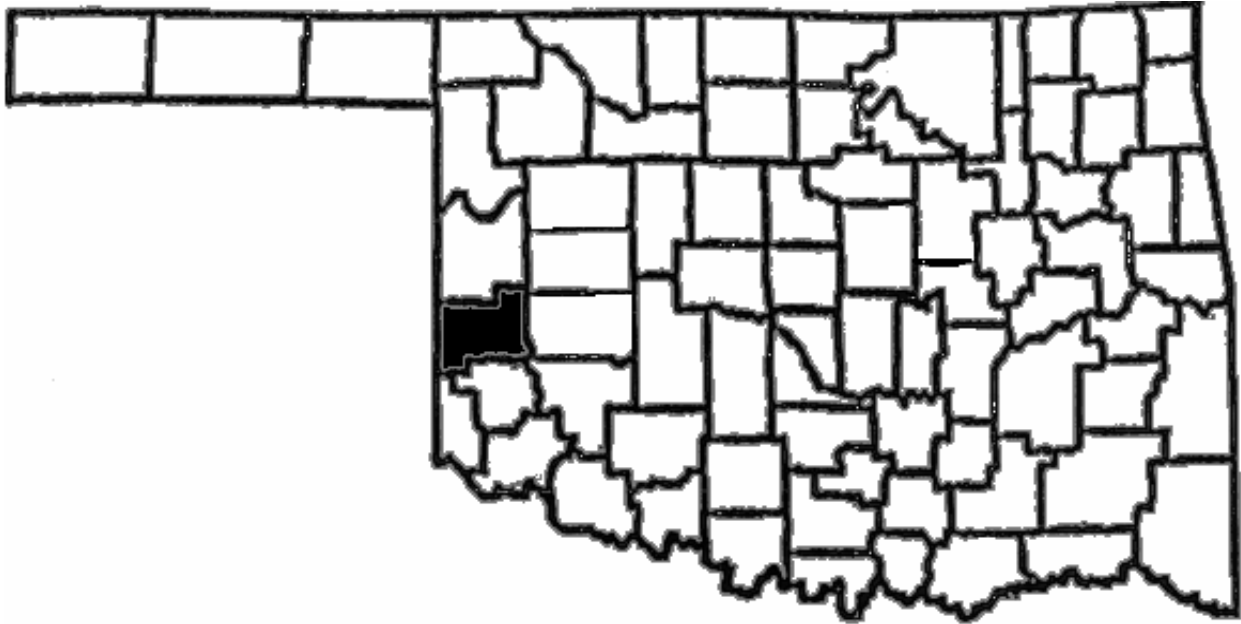
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**REPORT TO THE CITIZENS  
OF  
BECKHAM COUNTY, OKLAHOMA**

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Named for Kentucky Governor John C. W. Beckham at the suggestion of a delegate to the Oklahoma Constitutional Convention, Beckham County was formed at statehood from portions of Greer and Roger Mills counties.

Agriculture, oil and gas are the major industries of the County. Merrick 14 Ranch, located east of Sayre, has produced world champion quarterhorses and Elk City is the host of the Rodeo of Champions held each September.

County Seat – Sayre

Area – 904.14 Square Miles

County Population – 19,347  
(2004 est.)

Farms – 1,012

Land in Farms – 533,250 Acres

Primary Source: Oklahoma Almanac 2005-2006

See independent auditor's report.

**BECKHAM COUNTY OFFICIALS  
AND RESPONSIBILITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**COUNTY ASSESSOR**

Loretta Hall  
(D) Elk City

The County Assessor has the responsibility to appraise and assess the real and personal property within the county for the purpose of ad valorem taxation. Also, the County Assessor is required to compute the ad valorem taxes due on all taxable property. The County Assessor appraises all the taxable real and personal property according to its fair cash value for which the property is actually being used as of January 1 of the taxable year at the percentages provided for in Article 10, § 8 of the Oklahoma Constitution.

The County Assessor is required to build and maintain permanent records of the taxable real property and tax exempt real property within the county. Information entered on each record includes the property's legal description, owner's name and address, and the homestead exemption status of the owner.

**COUNTY CLERK**

Ginger Pope  
(D) Sayre

The County Clerk serves as the register of deeds and custodian of records for the county. The County Clerk also serves as the secretary to several boards, including the Board of County Commissioners, the County Excise Board, the County Board of Equalization, and the Board of Tax Roll Corrections.

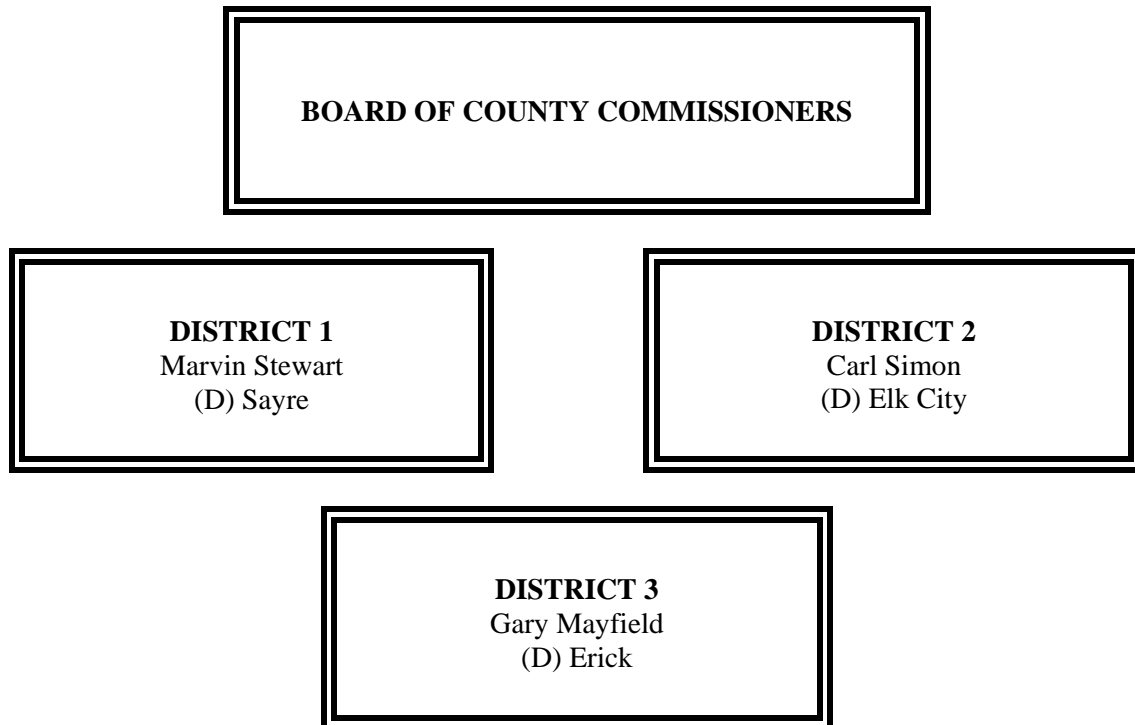
The County Clerk reviews all the claims for payment of goods and services purchased or contracted by the county, and prepares the proper warrants for payment of those goods and services and the county payroll. The County Clerk, or his or her designated deputy, serves as the purchasing agent for the county. This system is a means to ensure the public that tax dollars are being spent appropriately.

Various records within the different county offices are classified as “open records.” As such, they can be reviewed and mechanically copied by the public.

See independent auditor's report.

**BECKHAM COUNTY OFFICIALS  
AND RESPONSIBILITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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The Board of County Commissioners is the chief administrative body for the county. County Commissioners are also responsible for maintaining and constructing the county roads and bridges.

The Commissioners must act as a Board when entering into contracts or other agreements affecting the county's welfare. Thus, actions taken by the Board are voted on and approved by a majority of the Commissioners. The Board of County Commissioners' business meetings are open to the public.

As the county's chief administrative body, the three County Commissioners must make major financial decisions and transactions. The Board has the official duty to ensure the fiscal responsibility of the other county officers who handle county funds. The review and approval procedures empowered to the Board of County Commissioners are a means to provide the public with a fiscally efficient system of county government.

See independent auditor's report.

**BECKHAM COUNTY OFFICIALS  
AND RESPONSIBILITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**COUNTY SHERIFF**

Scott Jay  
(D) Elk City

The County Sheriff is responsible for preserving the peace and protecting life and property within the county's jurisdiction. As the county's chief law enforcement officer, the Sheriff has the power and authority to suppress all unlawful disturbances, to apprehend and secure persons charged with felony or breach of peace, and to operate the county jail.

The County Sheriff has the responsibility of serving warrants and processing papers ordered by the District Court.

**COUNTY TREASURER**

Karletta Bilbrey  
(D) Sayre

All collections by county government from ad valorem taxes and other sources are deposited with the County Treasurer. The County Treasurer collects ad valorem taxes for the county and its political subdivisions. The County Treasurer is authorized to issue delinquent personal property tax warrants and to impose tax liens on real property for delinquent taxes.

To account for county collections and disbursements, the County Treasurer is required to maintain an accurate record of all the monies received and disbursed. The State Auditor and Inspector's Office prescribes all the forms used by the County Treasurer, and at least twice a year inspects the County Treasurer's accounts.

See independent auditor's report.



**BECKHAM COUNTY OFFICIALS  
AND RESPONSIBILITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**COURT CLERK**

Linda Brown  
(D) Sayre

The Court Clerk has the primary responsibility to record, file, and maintain as permanent records the proceedings of the District Court.

Court proceedings are recorded in the appropriate journal or record docket. All the court proceedings are public information except those related to juvenile, guardianship, adoption, and mental health cases.

The Court Clerk issues marriage licenses, passports, notary certificates, beer and pool hall licenses, and private process server licenses.

Monies from the court fund are identified for distribution by the Court Clerk to the appropriate units of county and state government. Court Clerks use forms and follow procedures prescribed by the Court Administrator's Office, the Oklahoma Supreme Court, and the State Auditor and Inspector.

**DISTRICT ATTORNEY**

Dennis Smith  
(D) Clinton

As the chief attorney for county government, the District Attorney acts as the legal advisor to the county officers on matters related to their duties. The District Attorney represents the county in civil litigation. County officials may call upon the District Attorney to clarify a law or request an official interpretation from the Attorney General.

See independent auditor's report.

**BECKHAM COUNTY OFFICIALS  
AND RESPONSIBILITIES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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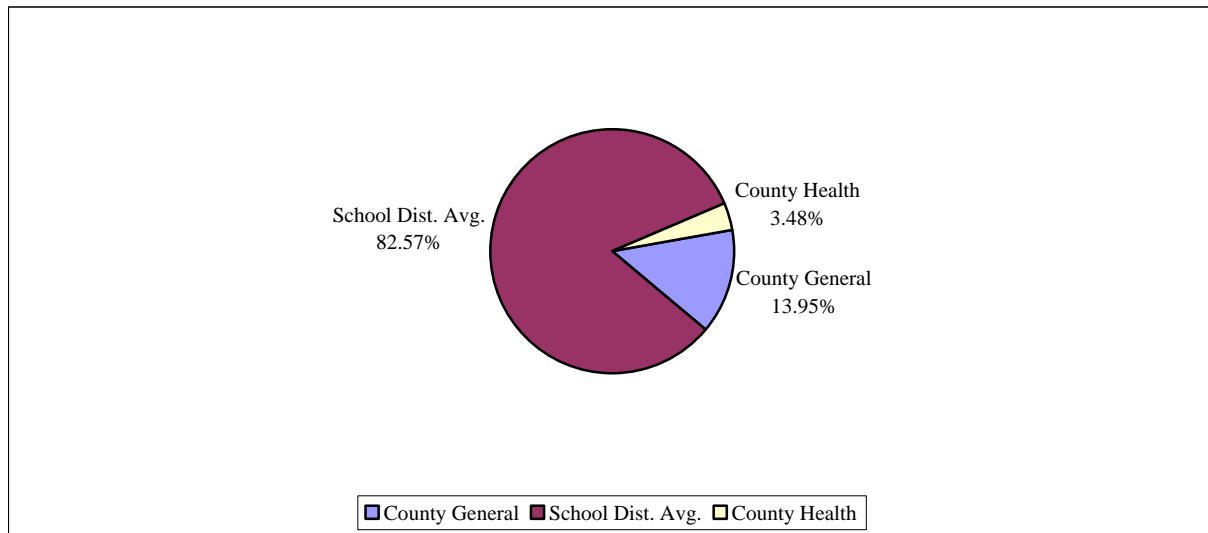
<b>ELECTION BOARD SECRETARY</b> Jeannette B. Neff (D) Sayre
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The Election Board Secretary is appointed by the State Election Board and is the chief administrative officer of the County Election Board. The County Election Board has direct responsibility for all the ballots used in all elections within the county. The Board also conducts all elections held within the county.

To finance the operation of the County Election Board, the County Excise Board must appropriate sufficient funds annually. The state and counties split the election costs, but counties must pay for any county elections not held concurrently with state elections.

**BECKHAM COUNTY, OKLAHOMA  
AD VALOREM TAX DISTRIBUTION  
SHARE OF THE AVERAGE MILLAGE  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

Property taxes are calculated by applying a millage rate to the assessed valuation of property. Millage rates are established by the Oklahoma Constitution. One mill equals one-thousandth of a dollar. For example, if the assessed value of a property is \$1,000.00 and the millage rate is 1.00, then the tax on that property is \$1.00. This chart shows the different entities of the County and their share of the various millages as authorized by the Constitution.



County-Wide Millages			School District Millages						
Co. General				Gen.	Bldg.	Skp.	Career Tech	Common	Total
County Health	2.59								
		Rural Merritt	2RV12	36.11	5.16	7.87	12.36	4.15	65.65
		Elk City Merritt	2CV12	36.11	5.16	7.87	12.36	4.15	65.65
		Rural Elk City	6RV	36.04	5.15	1.15	12.36	4.15	58.85
		Elk City	6CV	36.04	5.15	1.15	12.36	4.15	58.85
		Rural Sayre	31R	36.42	5.20	6.53	12.36	4.15	64.66
		Sayre City	31C	36.42	5.20	6.53	12.36	4.15	64.66
		Rural Erick	51R	36.90	5.27	8.11		4.15	54.43
		Erick City	51EC	36.9	5.27	8.11		4.15	54.43
		Texola	51TC	36.9	5.27	8.11		4.15	54.43
		Merritt/Carter	2R12C	38.63	5.52	7.87	12.36	4.15	68.53
		Sayre/Carter	31RC	38.63	5.52	6.53	12.36	4.15	67.19
		Merritt/Carter	2V12C	38.63	5.52	7.87	12.36	4.15	68.53
		Sweetwater	15	35.99	5.14		12.36	4.15	57.64
		Hammon	66V12	37.50	5.36		12.36	4.15	59.37
		Mangum	G1	35.00	5.00	10.71		4.15	54.86
		Canute	11V12	36.07	5.15	6.12	12.36	4.15	63.85
		Sentinel/Carter	JI1C	38.63	5.16	6.19	12.36	4.15	66.49
		Sentinel/Carter	JI1RC	38.63	5.16	6.19	12.36	4.15	66.49

See independent auditor's report.

**BECKHAM COUNTY, OKLAHOMA  
COMPUTATION OF LEGAL DEBT MARGIN  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006  
(UNAUDITED)**

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Total net assessed value as of January 1, 2005		<u>\$ 150,981,945</u>
Debt limit - 5% of total assessed value		7,549,097
Total bonds outstanding	-	
Total judgments outstanding	-	
Less cash in sinking fund	<u>-</u>	<u>-</u>
Legal debt margin		<u>\$ 7,549,097</u>

See independent auditor's report.

**BECKHAM COUNTY, OKLAHOMA**  
**RATIO OF NET GENERAL BONDED DEBT TO ASSESSED**  
**VALUE AND NET BONDED DEBT PER CAPITA**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**  
**(UNAUDITED)**

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	<u>2006</u>
Estimated population	<u>19,347</u>
Net assessed value as of January 1, 2005	<u>\$ 150,981,945</u>
Gross bonded debt	-
Less available sinking fund cash balance	<u>-</u>
Net bonded debt	<u>\$ -</u>
Ratio of net bonded debt to assessed value	<u>0.00%</u>
Net bonded debt per capita	<u>\$ -</u>

See independent auditor's report.

**BECKHAM COUNTY, OKLAHOMA  
 ASSESSED VALUE OF PROPERTY  
 FOR THE FISCAL YEAR ENDED JUNE 30, 2006  
 (UNAUDITED)**

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Valuation Date	Personal	Public Service	Real Estate	Homestead Exemption	Net Value	Estimated Fair Market Value
1/1/2005	\$56,310,837	\$33,390,728	\$65,405,877	\$4,125,497	\$150,981,945	\$1,228,056,447

See independent auditor's report.

## **FINANCIAL SECTION**



STATE OF OKLAHOMA  
OFFICE OF THE AUDITOR AND INSPECTOR

Jeff A. McMahan  
State Auditor and Inspector

**Independent Auditor's Report**

TO THE OFFICERS OF  
BECKHAM COUNTY, OKLAHOMA

We have audited the combined totals—all funds of the accompanying Combined Statement of Receipts, Disbursements, and Changes in Cash Balances of Beckham County, Oklahoma, as of and for the year ended June 30, 2006, listed in the table of contents as the basic financial statement. This financial statement is the responsibility of Beckham County's management. Our responsibility is to express an opinion on this financial statement 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 statement is free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statement. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion. Oklahoma Statutes, in addition to audit responsibilities, assign other responsibilities to the State Auditor and Inspector's Office. Those responsibilities include providing various information technology (IT) support for county government.

As described in Note 1, this financial statement was prepared using accounting practices prescribed or permitted by Oklahoma state law, which practices differ from accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between these regulatory accounting practices and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

In our opinion, because of the matter discussed in the preceding paragraph, the financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of Beckham County as of June 30, 2006, or changes in its financial position for the year then ended.

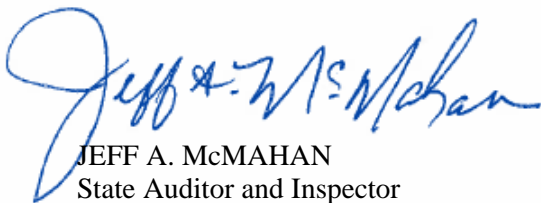
In our opinion, the financial statement referred to above presents fairly, in all material respects, the



combined total of receipts, disbursements, and changes in cash of Beckham County, for the year ended June 30, 2006, on the basis of accounting described in Note 1.

In accordance with *Government Auditing Standards*, we have also issued our report dated May 7, 2007, on our consideration of Beckham County'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 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 internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be considered in assessing the results of our audit.

Our audit was conducted for the purpose of forming an opinion on the combined total of all funds within the basic financial statement taken as a whole. The combining information is presented for purposes of additional analysis rather than to present the receipts, disbursements, and cash balances of the individual funds. Also, the other supplementary information, as listed in the table of contents, is presented for purposes of additional analysis, and is not a required part of the basic financial statement. Such supplementary information has been subjected to the auditing procedures applied in the audit of the basic financial statement and, in our opinion, is fairly stated, in all material respects, in relation to the basic financial statement taken as a whole. The information listed in the table of contents under Introductory Section has not been audited by us, and accordingly, we express no opinion on it.



JEFF A. McMAHAN  
State Auditor and Inspector

May 7, 2007

## **Basic Financial Statement**

**BECKHAM COUNTY, OKLAHOMA**  
**COMBINED STATEMENT OF RECEIPTS, DISBURSEMENTS, AND**  
**CHANGES IN CASH BALANCES**  
**(WITH COMBINING INFORMATION)**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

	Beginning Cash Balances <u>July 1, 2005</u>	Receipts <u>Apportioned</u>	<u>Disbursements</u>	Ending Cash Balances <u>June 30, 2006</u>
Combining Information:				
County General Fund	\$ 1,586,965	\$ 2,572,629	\$ 1,897,748	\$2,261,846
County Highway Cash	4,475,327	8,752,955	7,948,498	5,279,784
County Health Department	378,451	526,533	586,371	318,613
Resale Property	128,089	60,937	62,167	126,859
Treasurer Mortgage Tax Certification Fee	20,780	8,050	10,002	18,828
County Clerk Lien Fee	43,506	44,405	33,433	54,478
County Clerk Records Preservation Fee	167,772	54,765	54,333	168,204
Assessor Revolving	16,660	5,642	2,263	20,039
Assessor Visual Inspection	13,294	63	6,419	6,938
Sheriff Service Fee	45,373	124,635	99,235	70,773
Sheriff Department of Corrections	59,308	208,335	166,792	100,851
Sheriff Commissary	31,044	53,422	43,593	40,873
Sheriff Estray Cattle	191			191
Sheriff Contract City of Erick		11,061	7,032	4,029
Sheriff Jail Fund	60,000	757,709	678,888	138,821
Sheriff Medical Expense Liability	15,174	329	15,174	329
Community Service Sentencing Program	320			320
Emergency Management	23			23
Saferoom Rebate Program	600			600
Hazard Mitigation Grant		15,652	15,652	
Capital Improvement Plan		15,000	15,000	
<b>Combined Total--All County Funds</b>	<u>\$ 7,042,877</u>	<u>\$ 13,212,122</u>	<u>\$ 11,642,600</u>	<u>\$ 8,612,399</u>

The notes to the financial statement are an integral part of this statement.

**BECKHAM COUNTY, OKLAHOMA  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**1. Summary of Significant Accounting Policies**

**A. Reporting Entity**

Counties were created by the Constitution of Oklahoma. One county officer is appointed; however, most county officers are locally elected by their constituents. All county powers are delegated by the state.

The accompanying basic financial statement presents the receipts, disbursements, and changes in cash balances of the total of all funds of Beckham County, Oklahoma. The funds presented as line items are not a part of the basic financial statement, but have been included as supplementary information within the basic financial statement. These separate funds are established by statute, and their operations are under the control of the County officials. The general fund is the County's general operating fund, accounting for all financial resources except those required to be accounted for in another fund. The other funds presented account for financial resources whose use is restricted for specified purposes.

**B. Fund Accounting**

The County uses funds to report on receipts, disbursements, and changes in cash balances. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Following are descriptions of the funds included as supplementary information within the financial statement:

County General Fund - accounts for the general operations of the government.

County Highway Cash - accounts for state, local and miscellaneous receipts and disbursements are for the purpose of constructing and maintaining county roads and bridges.

County Health Department - accounts for monies collected on behalf of the county health department from ad valorem taxes and state and local revenues.

Resale Property - accounts for the collection of interest and penalties on delinquent taxes and the disposition of same as restricted by statute.

Treasurer Mortgage Tax Certification Fee - accounts for the collection of fees by the Treasurer for mortgage tax certificates and the disbursement of the funds as restricted by statute.

County Clerk Lien Fee - accounts for lien collections and disbursements as restricted by statute.

**BECKHAM COUNTY, OKLAHOMA  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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County Clerk Records Preservation Fee - accounts for fees collected for instruments filed in the Registrar of Deeds as restricted by statute for preservation of records.

Assessor Revolving - accounts for the collection of fees for copies restricted by state statute.

Assessor Visual Inspection - accounts for the collection and expenditure of monies by the Assessor as restricted by state statute for the visual inspection program.

Sheriff Service Fee - accounts for the collection and disbursement of sheriff process service fees as restricted by statute.

Sheriff Department of Corrections – accounts for the collection of state held prisoners and disbursement for the purpose of maintaining the jail.

Sheriff Commissary – accounts for the collection of fees from purchases of commissary goods for prisoners. Disbursements account for the maintenance and operation of the Sheriff's office and stocking of the commissary goods.

Sheriff Estray Cattle – accounts for the collection of selling cattle found unclaimed. Disbursements are made for the general operations of the Sheriff's office.

Sheriff Contract City of Erick – accounts for the collection of charges for services for law enforcement provided by the Sheriff's office for the City of Erick. Disbursements are made for the general operations of the Sheriff's office.

Sheriff Jail Fund – accounts for the collection of sales tax money to be disbursed for operations of the county jail facility.

Sheriff Medical Expense Liability - accounts for the collection of state grant monies to be disbursed for prisoner medical expenses.

Community Service Sentencing Program - accounts for the collection of funding through the State Department of Corrections for administrative expenses and supervision of offenders.

Emergency Management – accounts for the collection of grant money received from the State of Oklahoma Department of Civil Emergency Management, disbursed for computer equipment to maintain civil defense.

Saferoom Rebate Program – accounts for receipts from the Federal Emergency Management Assistance Program for the purpose of encouraging county citizens to build in home safe rooms. Disbursements account for a percentage to reimburse those citizens who built in home safe rooms.

**BECKHAM COUNTY, OKLAHOMA  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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Hazard Mitigation Grant - accounts for grant funds received from the Federal Emergency Management Agency. Disbursements are made for the preparation of homeland security relating to hazardous materials.

Capital Improvement Plan – accounts for the collection of state grant money to be disbursed for inventory, analysis, and development for Beckham County.

The County Treasurer collects and remits material amounts of intergovernmental revenues and ad valorem tax revenue for other budgetary entities, including school districts and cities and towns. The cash receipts and disbursements attributable to those other entities do not appear in funds on the County's financial statement; those funds play no part in the County's operations.

**C. Basis of Accounting**

The basic financial statement is prepared on a basis of accounting wherein amounts are recognized when received or disbursed. This basis of accounting differs from accounting principles generally accepted in the United States of America, which require revenues to be recognized when they become available and measurable or when they are earned, and expenditures or expenses to be recognized when the related liabilities are incurred. This cash basis financial presentation is not a comprehensive measure of economic condition or changes therein.

**D. Budget**

Under current Oklahoma Statutes, the general fund is the only fund required to adopt a formal budget. On or before the first Monday in July of each year, each officer or department head submits an estimate of needs to the governing body. The budget is approved by fund, office, or department and object. The County Board of Commissioners may approve changes of appropriations within the fund by office or department and object. To increase or decrease the budget by fund requires approval by the County Excise Board.

For the highway funds and other funds, which are not required to adopt a formal budget, appropriations are made on a monthly basis, according to the funds then available.

**E. Cash**

The County pools the cash of its various funds in maintaining its bank accounts. However, cash applicable to a particular fund is readily identifiable on the County's books. The balance in the pooled cash accounts is available to meet current operating requirements.

State statutes require financial institutions with which the County maintains funds to deposit collateral securities to secure the County's deposits. The amount of collateral securities to be pledged is established by the County Treasurer; this amount must be at least the amount of the deposit to be secured, less the amount insured (by, for example, the FDIC).

**BECKHAM COUNTY, OKLAHOMA  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**F. Investments**

The County Treasurer has been authorized by the County's governing board to make investments. By statute (62 O.S. § 348.1 and § 348.3), the following types of investments are allowed:

- U.S. Government obligations
- Certificates of deposit
- Savings accounts
- G.O. bonds issued by counties, municipalities or school districts
- Money judgments against counties, municipalities or school districts
- Bonds and revenue notes issued by a public trust when the beneficiary of the trust is a county, municipality or school district
- Negotiable certificates of deposit
- Prime bankers acceptance which are eligible for purchase by the Federal Reserve System
- Prime commercial paper with a maturity of 180 days or less
- Repurchase agreements
- Money market funds regulated by the Securities and Exchange Commission and which investments consist of the above-mentioned types of investments

All investments must be backed by the full faith and credit of the United States Government, the Oklahoma State Government, fully collateralized, or fully insured.

**G. Compensated Absences**

All full-time Beckham County employees shall be entitled to annual leave and may be accumulated. After one full year of service, employees may be granted 10 to 20 days of vacation, depending on years of service. Employees may carry over no more than 5 days vacation from one year to the next with any additional time being forfeited.

All full-time Beckham County employees shall be entitled to sick leave with pay that is accrued at a rate of 8 hours for each full calendar month of service. Sick leave may be accrued up to a maximum of 130 hours.

**2. Ad Valorem Tax**

The County's property tax is levied each October 1 on the assessed value listed as of January 1 of the same year for all real and personal property located in the County, except certain exempt property. Assessed values are established by the County Assessor within the prescribed guidelines established by the Oklahoma Tax Commission and the State Equalization Board. Title 68 O.S. § 2820.A. states, ". . . Each assessor shall thereafter maintain an active and systematic program of visual inspection on a continuous basis and shall establish an inspection schedule which will result in the individual visual inspection of all taxable property within the county at least once each four (4) years."

**BECKHAM COUNTY, OKLAHOMA  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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The assessed property value as of January 1, 2005, was approximately \$150,981,945.

Per Article 10, § 8A, with the repeal of personal property tax, the millages with the adjustment factor are 10.38 mills for general fund operations and 2.59 mills for the county health department. In addition, the County collects the ad valorem taxes assessed by cities and towns and school districts and remits the ad valorem taxes collected to the appropriate taxing units.

Taxes are due on November 1 following the levy date, although they may be paid in two equal installments. If the first half is paid prior to January 1, the second half is not delinquent until April 1. Unpaid real property taxes become a lien upon said property on October 1 of each year.

Unpaid delinquent personal property taxes are published usually in May. If the taxes are not paid within 30 days from publication, they shall be placed on the personal tax lien docket.

Current year tax collections for the year ended June 30, 2006, were approximately 92.30 percent of the tax levy.

**3. Fuel Tax**

The County receives major funding for roads and highways from a state imposed fuel tax. Taxes are collected by the Oklahoma Tax Commission. Taxes are imposed on all gasoline, diesel, and special fuel sales statewide. The County's share is determined on formulas based on the County population, road miles, and land area and is remitted to the County monthly. These funds are earmarked for roads and highways only and are accounted for in the county highway fund.

**4. Risk Management**

The County is exposed to the various risks of loss shown in the following table:

<b>Types of Loss</b>	<b>Method of Management</b>	<b>Risk of Loss Retained</b>
General Liability <ul style="list-style-type: none"><li>• Torts</li><li>• Errors and Omissions</li><li>• Law Enforcement Officers Liability</li><li>• Vehicle</li></ul>	The County participates in a public entity risk pool: Association of County Commissioners of Oklahoma-Self-Insurance Group. (See ACCO-SIG.)	If claims exceed the authorized deductibles, the County could have to pay its share of any pool deficit. A judgment could be assessed for claims in excess of the pool's limits.
Physical Plant <ul style="list-style-type: none"><li>• Theft</li><li>• Damage to Assets</li><li>• Natural Disasters</li></ul>		



**BECKHAM COUNTY, OKLAHOMA**  
**NOTES TO THE FINANCIAL STATEMENT**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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<b>Types of Loss</b>	<b>Method of Management</b>	<b>Risk of Loss Retained</b>
Workers' Compensation <ul style="list-style-type: none"> <li>• Employees' Injuries</li> </ul>	The County carries commercial insurance.	A judgment could be assessed for claims in excess of coverage.
Employee <ul style="list-style-type: none"> <li>• Medical</li> <li>• Disability</li> <li>• Dental</li> <li>• Life</li> </ul>	The County carries commercial insurance for these types of risk.	None

ACCO-SIG - The pool operates as a common risk management and insurance program and is to be self-sustaining through member premiums. Each participating county chooses a \$10,000, \$25,000, or a \$50,000 deductible amount. The County has chosen a \$10,000 deductible for each insured event as stated in the County's "Certificate of Participation." The risk pool will pay legitimate claims in excess of the deductible amount for replacement value up to \$100,000 for property, and up to \$500,000 for general liability. The pool has acquired commercial reinsurance in the amount of \$1,000,000 to cover claims that exceed the pool's risk retention limits. Settled claims have not exceeded insurance coverage for each of the past three fiscal years. There have been no significant reductions in coverage from the prior fiscal year.

Commercial Insurance - The County obtains commercial insurance coverage to pay legitimate workers' compensation claims and employees' insurance. Settled claims have not exceeded insurance coverage for each of the past three fiscal years. There have been no significant reductions in coverage from the prior fiscal year.

**5. Long-term Obligations**

**Capital Leases**

The County acquires road machinery and equipment through lease-purchase agreements financed by the Oklahoma Department of Transportation and/or the equipment vendors or their assignees pursuant to the provisions of 69 O.S. § 636.1 through § 636.7. Lease agreements entered into with the Oklahoma Department of Transportation (ODOT) are interest free. However, starting in January 1997, ODOT began charging a one-time fee of 3% on all pieces of machinery subsequently acquired.

**6. Pension Plan**

Plan Description. The County contributes to the Oklahoma Public Employees Retirement Plan (the Plan), a cost-sharing, multiple-employer defined benefit pension plan administered by the

**BECKHAM COUNTY, OKLAHOMA  
NOTES TO THE FINANCIAL STATEMENT  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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Oklahoma Public Employees Retirement System (OPERS). Benefit provisions are established and amended by the Oklahoma Legislature. The Plan provides retirement, disability, and death benefits to Plan members and beneficiaries. Title 74, Sections 901 through 943, as amended, establishes the provisions of the Plan. OPERS issues a publicly available financial report that includes financial statements and supplementary information. That report may be obtained by writing OPERS, P.O. Box 53007, Oklahoma City, Oklahoma 73105 or by calling 1-800-733-9008.

Funding Policy. The contribution rates for each member category are established by the Oklahoma Legislature and are based on an actuarial calculation which is performed to determine the adequacy of contribution rates. County employees are required to contribute between 3.5% and 8.5% of earned compensation. The County contributes between 6.5% and 11.5% of earned compensation. Elected officials could contribute between 4.5% and 10% of their entire compensation. The County contributes 11.5% of earned compensation for elected officials. The County's contributions to the Plan for the years ending June 30, 2006, 2005, and 2004 were \$311,190, \$344,070, and \$302,200, respectively, equal to the required contributions for each year.

**7. Other Post Employment Benefits (OPEB)**

In addition to the pension benefits described in the Pension Plan note, OPERS provides post-retirement health care benefits of up to \$105 each for retirees who are members of an eligible group plan. These benefits are funded on a pay-as-you-go basis as part of the overall retirement benefit. OPEB expenditure and participant information is available for the state as a whole; however, information specific to the County is not available nor can it be reasonably estimated.

**8. Contingent Liabilities**

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, primarily the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable fund. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time; although, the County expects such amounts, if any, to be immaterial.

The County is a defendant in various lawsuits. Although the outcome of these lawsuits is not presently determinable, in management's opinion, the resolution of these matters will not have a material adverse effect on the financial condition of the County.

## **OTHER SUPPLEMENTARY INFORMATION**

**BECKHAM COUNTY, OKLAHOMA**  
**COMPARATIVE SCHEDULE OF RECEIPTS, EXPENDITURES, AND**  
**CHANGES IN CASH BALANCES—BUDGET AND ACTUAL—BUDGETARY BASIS—**  
**GENERAL FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

	General Fund			
	Original Budget	Final Budget	Actual	Variance
Beginning Cash Balances	\$ 1,586,965	\$ 1,586,965	\$ 1,586,965	\$ -
Less: Prior Year Outstanding Warrants	(135,488)	(135,488)	(125,333)	10,155
Less: Prior Year Encumbrances	(26,333)	(26,333)	(25,164)	1,169
Beginning Cash Balances, Budgetary Basis	1,425,144	1,425,144	1,436,468	11,324
Receipts:				
Ad Valorem Taxes	1,424,721	1,424,721	1,528,639	103,918
Charges for Services	105,100	105,100	210,873	105,773
Intergovernmental Revenues	149,000	175,462	349,594	174,132
Miscellaneous Revenues	230,000	230,000	483,523	253,523
Total Receipts, Budgetary Basis	1,908,821	1,935,283	2,572,629	637,346
Expenditures:				
District Attorney	2,500	2,500	2,429	71
County Sheriff	291,641	291,641	287,362	4,279
County Treasurer	132,789	132,789	132,775	14
County Commissioners	10,000	10,050	8,595	1,455
OSU Extension	20,700	20,700	20,682	18
County Clerk	152,755	152,774	151,901	873
Court Clerk	127,297	127,297	126,991	306
County Assessor	100,029	100,029	87,400	12,629
Revaluation of Real Property	83,163	83,163	79,794	3,369
General Government	1,616,754	1,609,697	334,359	1,275,338
Excise-Equalization Board	3,500	3,500	2,600	900
County Election Board	64,835	71,091	56,996	14,095
Insurance	450,000	450,141	264,981	185,160

continued on next page

The accompanying notes to the other supplementary information are an integral part of this schedule.  
See independent auditor's report.

**BECKHAM COUNTY, OKLAHOMA**  
**COMPARATIVE SCHEDULE OF RECEIPTS, EXPENDITURES, AND**  
**CHANGES IN CASH BALANCES—BUDGET AND ACTUAL—BUDGETARY BASIS—**  
**GENERAL FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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continued from previous page

	Original Budget	Final Budget	Actual	Variance
County Purchasing Agent	25,417	25,417	25,374	43
Data Processing	200	200	195	5
Charity	500	500	500	-
Drug Court Coordinator		20,332	20,332	-
Court Clerk Deputies	177,776	184,497	184,497	-
Civil Defense	7,500	7,500	3,388	4,112
Soil Conservation	34,511	34,511	34,511	-
Audit Budget	15,098	15,098	15,098	-
Free Fair	17,000	17,000	16,956	44
 Total Expenditures, Budgetary Basis	 2,680,275	 2,680,886	 1,857,716	 823,170
Excess of Receipts and Beginning Cash Balances Over Expenditures, Budgetary Basis	 \$ -	 \$ -	 2,151,381	 \$ 2,151,381
Reconciliation to Statement of Receipts, Disbursements, and Changes in Cash Balances				
Add: Current Year Encumbrances			10,096	
Add: Current Year Outstanding Warrants			100,369	
Ending Cash Balance			<u>\$ 2,261,846</u>	

The accompanying notes to the other supplementary information are an integral part of this schedule.  
See independent auditor's report.

**BECKHAM COUNTY, OKLAHOMA**  
**COMPARATIVE SCHEDULE OF RECEIPTS, EXPENDITURES, AND**  
**CHANGES IN CASH BALANCES—BUDGET AND ACTUAL—BUDGETARY BASIS—**  
**COUNTY HEALTH DEPARTMENT FUND**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

	County Health Department Fund			
	Original Budget	Final Budget	Actual	Variance
Beginning Cash Balances	\$ 378,451	\$ 378,451	\$ 378,451	\$ -
Less: Prior Year Outstanding Warrants	(1,624)	(1,624)	(1,624)	
Less: Prior Year Encumbrances	(45,420)	(45,420)	(45,342)	78
Beginning Cash Balances, Budgetary Basis	331,407	331,407	331,485	78
Receipts:				
Ad Valorem Taxes	355,494	355,494	381,424	25,930
Charges for Services			11,096	11,096
Intergovernmental	70,000	81,710	131,716	50,006
Miscellaneous			2,297	2,297
Total Receipts, Budgetary Basis	425,494	437,204	526,533	89,329
Expenditures:				
Health and Welfare	756,901	768,611	549,823	218,788
Total Expenditures, Budgetary Basis	756,901	768,611	549,823	218,788
Excess of Receipts and Beginning Cash Balances Over Expenditures, Budgetary Basis	\$ -	\$ -	308,195	\$ 308,195
Reconciliation to Statement of Receipts, Disbursements, and Changes in Cash Balances				
Add: Current Year Encumbrances			2,396	
Add: Current Year Outstanding Warrants			8,022	
Ending Cash Balance			\$ 318,613	

The accompanying notes to the other supplementary information are an integral part of this schedule.  
See independent auditor's report.

**BECKHAM COUNTY, OKLAHOMA**  
**NOTES TO OTHER SUPPLEMENTARY INFORMATION**  
**FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**Budgetary Schedules**

The Comparative Schedule of Receipts, Expenditures, and Changes in Cash Balances—Budget and Actual—Budgetary Basis, for the General Fund and the County Health Department Fund present comparisons of the legally adopted budget with actual data. The "actual" data, as presented in the comparison of budget and actual, will differ from the data as presented in the Combined Statement of Receipts, Disbursements, and Changes in Cash Balances with Combining Information because of adopting certain aspects of the budgetary basis of accounting and the adjusting of encumbrances and outstanding warrants to their related budget year.

Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is employed as an extension of formal budgetary integration in these funds. At the end of the year, unencumbered appropriations lapse.

See independent auditor's report.

## **INTERNAL CONTROL AND COMPLIANCE SECTION**





STATE OF OKLAHOMA  
OFFICE OF THE AUDITOR AND INSPECTOR

Jeff A. McMahan  
State Auditor and Inspector

**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***

TO THE OFFICERS OF  
BECKHAM COUNTY, OKLAHOMA

We have audited the combined totals—all funds of the accompanying Combined Statement of Receipts, Disbursements, and Changes in Cash Balances of Beckham County, Oklahoma, as of and for the year ended June 30, 2006, which comprises Beckham County's basic financial statement, prepared using accounting practices prescribed or permitted by Oklahoma state law, and have issued our report thereon dated May 7, 2007. Our report on the basic financial statement was adverse because the statement is not a presentation in conformity with accounting principles generally accepted in the United States of America. Also, our report describes certain responsibilities of the State Auditor and Inspector's Office other than audit responsibilities. 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.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered Beckham County's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statement and not to provide an opinion on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect Beckham County's ability to initiate, record, process, and report financial data consistent with the assertions of management in the financial statement. The reportable conditions are described in the accompanying schedule of findings and responses as items 2002-1 and 2006-1.


A material weakness is a reportable condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by

error or fraud in amounts that would be material in relation to the financial statement being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we consider the reportable conditions described above to be material weaknesses.

#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether Beckham County's financial statement is free of 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*.

This report is intended solely for the information and use of the management of Beckham County and should not be used for any other purpose. This report is also a public document pursuant to the Oklahoma Open Records Act (51 O.S., section 24A.1 et seq.), and shall be open to any person for inspection and copying.



JEFF A. McMAHAN  
State Auditor and Inspector

May 7, 2007

**BECKHAM COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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**Findings related to the 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**

**Finding 2002-1 - Segregation of Duties (Repeat Finding)**

Criteria: Accountability and stewardship are overall goals in evaluating management's accounting for funds. To help ensure a proper accounting of funds, the duties of receiving, receipting, recording, and depositing cash and checks should be segregated.

Condition: The limited number of office personnel within the Drug Court Fund prevents a proper segregation of accounting functions, which is necessary to assure an adequate internal control structure.

Cause: This lack of segregation of duties is caused by the limited number of employees.

Effect: This condition could result in unrecorded transactions, misstated financial reports, undetected errors, or misappropriation of assets.

Recommendation: We recommend management be aware of this condition and realize that the concentration of duties and responsibilities in a limited number of individuals is not desirable from a control point of view. Under these conditions, the most effective controls lie in management's knowledge of office operations and periodic review of those operations.

Views of responsible officials and planned corrective actions: We concur with the State Auditor's comments and will conduct periodic reviews of office operations.

**Finding 2006-1 – Voided/Cancelled Warrants**

Criteria: Under Government Auditing Standards (Yellow Book), Section 5.13e, "evidence that a system fails to provide a complete and accurate output consistent with the control objectives of the audited entity because of the misapplication of control activities" is an internal control deficiency.

Under Government Auditing Standards (Yellow Book), Section 5.13h, "a weakness in the control environment at an entity such as the absence of a sufficient positive and supportive attitude towards internal control by management within the organization" is an internal control deficiency.

Condition (Part I): There were 2,482 warrants issued for T-Highway. The County Clerk and/or purchasing agent voided or cancelled a total of 36 warrants (1.45%) for T-Highway. Twenty-two (22) of the thirty-six (36) warrants were voided (i.e. not registered with the County Treasurer) and fourteen (14) of the thirty-six (36) warrants were cancelled (i.e. registered with the County Treasurer). One warrant was cancelled due to the fault of the vendor because of loss. The dollar amount of voided or cancelled

**BECKHAM COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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warrants for T-Highway totaled \$72,226.34. The dollar amount of voided or cancelled warrants that were re-issued for T-Highway totaled \$64,754.10.

The following exceptions were noted in the testing of voided or cancelled warrants:

1. Five (5) of the thirty-six (36) warrants were voided or cancelled because the warrant was issued for the wrong payment amount compared to the invoice. A new warrant was issued for the corrected amounts. However, there was no written documentation as to why the warrants were voided or cancelled.
2. Twenty-three (23) of the thirty-six (36) warrants were voided or cancelled due to the possibility of a computer glitch and then nineteen (19) warrants were re-issued; however, there was no written documentation as to why the warrants were voided or cancelled.
3. Five (5) of the thirty-six (36) warrants were voided or cancelled because the warrant was issued to the wrong vendor. A new warrant was issued for the corrected vendor. However, there was no written documentation as to why the warrants were voided or cancelled.
4. Two (2) warrants of the thirty-six (36) warrants were issued for the same amount to the same vendor. This error was caught before an overpayment was made.

Condition (Part II): There were 457 warrants issued for the Beckham County Health Department. The County Clerk and/or purchasing agent voided or cancelled a total of 12 warrants (2.64%) for the Health Department. Eight (8) of the twelve (12) warrants were voided (i.e. not registered with the County Treasurer) and four (4) of the twelve (12) warrants were cancelled (i.e. registered with the County Treasurer). The dollar amount of voided or cancelled warrants for the Health Department totaled \$34,323.73. The dollar amount of voided or cancelled warrants that were re-issued for Health Department totaled \$17,488.69.

The following exceptions were noted in the testing of the voided or cancelled warrants for the County Health Department:

1. Eight (8) of the twelve (12) warrants were voided or cancelled due to the possibility of a computer glitch and then all eight (8) warrants were re-issued; however, there was no written documentation as to why the warrants were voided or cancelled.
2. Three (3) of the twelve (12) warrants were voided or cancelled because the warrant was issued for the wrong payment amount compared to the invoice. A new warrant was issued for the corrected amounts. However, there was no written documentation as to why the warrants were voided or cancelled.
3. Purchase order number 2246 was cancelled according to the appropriation ledger; however, the original purchase order could not be located. The purchase ordered was encumbered on December 16, 2005 for \$16,557.57 and warrant number 313 was issued for payment on March 20, 2006 and then cancelled on April 3, 2006. It is believed, the purchase order was

**BECKHAM COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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encumbered for the wrong amount, cancelled, and purchase order number 3594 was issued in its place in the amount of \$1,655.92. The invoice attached to purchase order number 3594 is dated received March 6, 2006; therefore, the re-issuance of a purchase order affected the encumbrance date of purchase order 3594 to show March 29, 2006; reflecting that goods and or services were received prior to encumbrance, which is inaccurate.

Condition (Part III): There were 1,906 warrants issued for the General Fund. The County Clerk and/or purchasing agent voided or cancelled a total of 18 warrants for the General Fund. Fourteen (14) of the eighteen (18) warrants were voided (i.e. not registered with the County Treasurer) and seven (7) of the eighteen (18) warrants were cancelled (i.e. registered with the County Treasurer). The dollar amount of voided or cancelled warrants for the General Fund totaled \$14,662.63. The dollar amount of voided or cancelled warrants that were re-issued for the General Fund totaled \$14,248.00.

The following exceptions were noted in the testing of voided or cancelled warrants for the General Fund:

1. Two (2) of the eighteen (18) warrants were voided or cancelled because the warrant was issued for the wrong payment amount compared to the invoice. A new warrant was issued for the corrected amounts. However, there was no written documentation as to why the warrants were voided or cancelled.
2. Seven (7) of the eighteen (18) warrants were voided or cancelled due to the possibility of a computer glitch and then all seven (7) warrants were re-issued; however, there was no written documentation as to why the warrants were voided or cancelled.
3. Purchase order number 347 could not be located. Warrant number 369, in the amount of \$288 was issued for the payment of the purchase order on August 29, 2005 and cancelled on September 6, 2005.
4. Warrant number 1646 and warrant number 1744 were both issued for purchase order number 4140. Both warrants were cancelled and warrant number 1759 was issued for the payment of purchase order 4140.
5. Warrant number 1157 was issued on 12-19-2005 and voided on 12-19-2005; however no documentation was noted as to why the warrant was voided.
6. Purchase order number 2764 and purchase order number 3781 were both encumbered by the purchase agent against Assessor Revaluation maintenance and operations. At the time of the encumbrance, funds were not available. In addition, warrant numbers 1593 and 1595 were issued for the payment of these two purchase orders from Assessor Revaluation maintenance and operations in which funds were not available.

**BECKHAM COUNTY, OKLAHOMA  
SCHEDULE OF FINDINGS AND RESPONSES  
FOR THE FISCAL YEAR ENDED JUNE 30, 2006**

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Condition (Part IV): The following exceptions were noted in the testing of voided or cancelled warrants:

1. Thirteen (13) of eighteen (18) warrants were voided or cancelled due to the possibility of a computer glitch; however, there was no written documentation as to why the warrants were voided or cancelled.
2. Five (5) of eighteen (18) warrants were voided or cancelled and there was no documentation as to the reason for such activity.

Condition (Part V): During the testing of voided/cancelled warrants during the fiscal year 2006-2007, it was noted a total dollar amount of \$252,865.66 has been voided/cancelled by the County Clerk and/or the Purchasing Agent with no adequate documentation explaining as to the reason warrants are being voided/cancelled.

Recommendation: We recommend the County Clerk and/or Purchasing Agent place an emphasis on insuring warrants are issued for the proper fund, the proper amount, the proper vendor. There should be written documentation on any voided or cancelled warrants and/or purchase orders to reveal why such instruments have been voided or cancelled. In addition, we recommend purchase orders be corrected without being cancelled so accurate encumbrance dates can be identified.

Views of responsible officials and planned corrective actions: Management chose not to respond.