

**LeFLORE
COUNTY
TREASURER**

JULY 31, 2010

**STATUTORY
REPORT**



Oklahoma State Auditor
& Inspector

**JOE WILES, COUNTY TREASURER
LeFLORE COUNTY, OKLAHOMA
TREASURER STATUTORY REPORT
JULY 31, 2010**

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STATE AUDITOR AND INSPECTOR

STEVE BURRAGE, CPA
State Auditor

MICHELLE R. DAY, ESQ.
Chief Deputy



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December 21, 2010

BOARD OF COUNTY COMMISSIONERS
LeFLORE COUNTY COURTHOUSE
POTEAU, OKLAHOMA 74953

Transmitted herewith is the LeFlore County Treasurer Statutory Report for July 31, 2010. The engagement was conducted in accordance with 74 O.S. § 212.

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

The Office of the State Auditor and Inspector is committed to serve the public interest by providing independent oversight and to issue 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 that reads "Steve Burrage".

STEVE BURRAGE, CPA
STATE AUDITOR & INSPECTOR

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Joe Wiles, County Treasurer
LeFlore County Courthouse
Poteau, Oklahoma 74953

Dear Mr. Wiles:

For the purpose of complying with 74 O.S. § 212, we have performed the following procedures for July 31, 2010:

- Review bank reconciliations, visually verify certificates of deposit, and confirm investments.
- Determine whether subsidiary records reconcile to the general ledger.
- Review pledged collateral securing deposits and invested funds.

All information included in the bank reconciliations, the investment ledger, the subsidiary ledgers, and the general ledger is the representation of the County Treasurer.

Our county treasurer statutory engagement was limited to the procedures performed above and was less in scope than an audit performed in accordance with generally accepted auditing standards. Accordingly, we do not express an opinion on any general-purpose financial statements of LeFlore County.

Based on the above bank reconciliations, visual verification, and confirmation procedures performed, the cash and investments of the County are supported by bank records, and are adequately secured to prevent loss in the event of a bank failure. We noted a matter concerning the failure to properly register warrants, and our finding is presented in the accompanying schedule of findings and responses.

This report is intended for the information and use of the management of the County. This restriction is not intended to limit the distribution of this report, which is a matter of public record.

Sincerely,

A handwritten signature in blue ink that reads "Steve Burrage".

STEVE BURRAGE, CPA
STATE AUDITOR & INSPECTOR

November 17, 2010

**JOE WILES, COUNTY TREASURER
LeFLORE COUNTY, OKLAHOMA
SCHEDULE OF FINDINGS AND RESPONSES
JULY 31, 2010**

Finding 2011-1 – Failure to Properly Register Warrants

Criteria: Safeguarding controls are an aspect of internal control. Safeguarding controls relate to the prevention or timely detection of unauthorized transactions and unauthorized access to assets. Failure to perform tasks that are part of internal controls, such as verifying that there is sufficient cash on hand prior to registering warrants, are deficiencies in internal control.

Condition: At July 30, 2010, the Jail Fund had a cash deficit of \$57,439.07. Jail Fund warrants were registered by the Treasurer's office although there were no available funds.

Effect: Negative balances on the County's funds indicate that expenditures are being incurred before being properly encumbered.

Recommendation: OSAI recommends that the Treasurer verify cash is available in the fund prior to the registration of any warrants. OSAI further recommends that expenditures be limited to the amount of the cash fund balance on hand.

Views of responsible officials and planned corrective actions: LeFlore County Treasurer Joe Wiles stated he again never received these transfers from the County Clerk so that he could post the transfers to the general ledger. Transfers are to be done July 30, 2010. In addition, the County Clerk failed to deliver my office a copy of 2 transfers made. My office has been researching this for several months now, and has finally determined which transfers were missed. I apologize for this and am attaching a copy of each transfer.

OSAI Response: Jail Fund warrants were registered by the Treasurer's office when there were no available funds.



**OFFICE OF THE STATE AUDITOR AND INSPECTOR
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