

Town of Gene Autry

Independent Accountant's Report on Applying
Agreed Upon Procedures
Year Ended June 30, 2023

Town of Gene Autry, Oklahoma
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Independent Accountants' Report on Applying Agreed-Upon Procedures

To the Specified Users of the Report:

Town Board, Town of Gene Autry
Ardmore, Oklahoma 73401

Oklahoma Office of State Auditor and Inspector
Oklahoma City, Oklahoma

Oklahoma Department of Agriculture
Oklahoma City, Oklahoma

We have performed the procedures enumerated below which were agreed to by the specified users of the report as identified above, and as defined within the applicable state laws of the State of Oklahoma solely to assist the Town in meeting its financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. Management of the Town of Gene Autry (the Town) are responsible for the Town's financial accountability and its compliance with those legal and contractual requirements.

The Town agreed to and acknowledged that the procedures performed are appropriate to meet the intended purpose of meeting their financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. This report may not be suitable for any other purpose. The procedures performed may not address all the items of interest to a user of this report and may not meet the needs of all users of this report and, as such, users are responsible for determining whether the procedures performed are appropriate for their purposes.

Procedures and Findings

As to the **Town of Gene Autry** as of and for the fiscal year ended June 30, 2023:

1. ***Procedures Performed:*** From the Town's trial balances, we prepared a schedule of changes in fund balances for each fund (see accompanying Exhibit A) and determined compliance with the statutory prohibition of creating fund balance deficits and noted instances of noncompliance.

Findings: No instances of fund balance deficits were observed.

2. ***Procedures Performed:*** From the Town's trial balances, we prepared a budget and actual financial schedule for the General Fund (see accompanying Exhibit B-1) and Volunteer Fire Fund (see accompanying Exhibit B-2) and determined compliance with the legal level of appropriations by comparing expenditures and encumbrances to authorized appropriations.

Findings: The General Fund's General Government Department's Insurance Liability expenditures exceeded budgeted by \$87.

3. ***Procedures Performed:*** We agreed the Town's bank account balances to bank statements and traced the timely clearance of reconciling items to report any significant or unusual instances of reconciling items that have not cleared.

Findings: All bank accounts appeared properly reconciled without exception.

4. ***Procedures Performed:*** We compared the Town's uninsured deposits to fair value of pledged collateral to report any amounts of uninsured and uncollateralized deposits.

Findings: The Town's deposits were fully insured or collateralized as of June 30, 2023.

5. ***Procedures Performed:*** We compared the Town's use of restricted revenues and resources that exceeded \$250 to their restrictions to report any noted instances of noncompliance.

Findings: No exceptions were found as a result of applying the procedure.

6. ***Procedures Performed:*** We compared the accounting for the Town's activities by fund to the legal and contractual requirements for separate funds to determine compliance with requirements for separate funds.

Findings: No exceptions were found as a result of applying the procedure.

7. ***Procedures Performed:*** We compared the Town's account balances in reserve accounts to contractually required balances and debt service coverage requirements of bond indentures to the actual coverage to determine compliance with reserve account and debt service coverage requirements of bond indentures.

This procedure was not performed since the Town of Gene Autry had no bond indentures.

As to the **Town of Gene Autry**, as of and for the fiscal year ended June 30, 2023:

1. ***Procedures Performed:*** From the Town's, we prepared a schedule of grant activity for each grant/contract (see accompanying Exhibit C) and compared the receipts and disbursements to grant agreements and supporting information to report any noted instances of noncompliance with the grant agreement.

Findings: No instances of noncompliance were noted.

We were engaged to perform this agreed-upon procedures engagement in accordance with attestation standards established by the American Institute of Certified Public Accountants to meet the requirements prescribed by Oklahoma Statutes 11-17.105-.107. We were not engaged to and did not conduct an examination or review engagement, the objective of which would be the expression of an opinion or conclusion, respectively, on the Town meeting its financial accountability requirements as prescribed by applicable Oklahoma law and evaluating compliance with specified legal or contractual requirements for the fiscal year ended June 30, 2023. Accordingly, we do not express such an opinion or conclusion. Had we performed additional procedures, other matters might have come to our attention that would have been reported to you.

We are required to be independent of the Town and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our agreed-upon procedures engagement.

This report is intended solely for the information and use of the specified users, as identified above, and is not intended to be and should not be used by anyone other than those specified parties.

Rahhal Henderson Willis, PLLC

Rahhal Henderson Willis PLLC
Ardmore, Oklahoma
March 7, 2024

Town of Gene Autry, Oklahoma
Summary of Changes in Fund Balances – Modified Cash Basis
For the Year Ended June 30, 2023

	Fund Balances				Fund Balances	
	Cash Basis				Cash Basis	
	<u>Beginning</u>	<u>Revenue</u>	<u>Expenditures</u>		<u>Ending</u>	
CITY:						
General Fund	194,388	63,855	49,631	\$	208,612	
Fire Fund	9,743	13,176	16,058		6,861	
Building Fund	7,609	19	583		7,045	
Street & Alley Fund	1,131	1,389	1,496		1,024	
Overall Totals	<u>\$ 212,871</u>	<u>\$ 78,439</u>	<u>\$ 67,768</u>	<u>\$</u>	<u>223,542</u>	

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Town of Gene Autry, Oklahoma
Budgetary Comparison Schedule – Modified Cash Basis
General Fund
For the Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ -	\$ -	\$ 194,388	\$ 194,388
Resources (Inflows):				
Taxes				
Sales Tax	60,000	60,000	43,193	(16,807)
Cigar Tax	550	550	290	(260)
Use Tax	4,000	4,000	5,806	1,806
Gas Excise Tax	250	250	0	(250)
Franchise Tax	2,400	2,400	3,238	838
Motor Veh & Alcohol Bev	2,000	2,000	1,236	(764)
Total Taxes	69,200	69,200	53,763	(15,437)
Other Revenue				
Royalties	450	450	883	433
Donations	1,000	1,000	-	(1,000)
Interest	150	150	638	488
Rental Income	5,500	5,500	6,475	975
Grant - SODA	484	484	-	(484)
Grant - Forestry	4,500	4,500	-	(4,500)
Restitution	500	500	300	(200)
Miscellaneous Income	-	-	1,796	1,796
Occupancy Permits	20	20	-	(20)
Total Other Revenue	12,604	12,604	10,092	(2,512)
Total Inflows	81,804	81,804	63,855	(17,949)

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EXHIBIT B-1 (continued)

Town of Gene Autry, Oklahoma
Budgetary Comparison Schedule – Modified Cash Basis
General Fund
For the Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Charges to Appropriations (Outflows):				
General Government				
Bank Fees	-	30	25	5
Insurance-Liability	1,250	1,250	1,337	(87)
Insurance-Property	8,500	10,100	7,176	2,924
Insurance-Workers Comp	350	350	350	-
Insurance-Bonds	560	560	560	-
Car & Truck Expenses	5,000	-	-	-
Payroll	15,000	15,000	15,000	-
Professional Fees-Accounting	3,000	3,000	2,920	80
Professional Fees-Legal	500	500	-	500
Street Lighting	1,500	-	-	-
Supplies	-	550	536	14
Payroll Taxes	4,000	4,000	1,247	2,753
Utilities-Electric	4,500	4,600	4,519	81
Utilities-Telephone/Internet	2,000	2,750	2,743	7
Utilities-Water	2,000	2,000	1,529	471
Utilities-Trash	225	225	-	225
Utilities-Gas	700	700	-	700
Building Repairs	5,000	8,500	8,376	124
Misc. Expense	7,000	4,220	-	4,220
Office Expenses	500	900	883	17
Postage & Delivery	220	220	120	100
Publications	-	10	-	10
Active 911	400	400	-	400
Training Travel	85	85	-	85
Rent	-	150	146	4
Professional Dues	-	630	612	18
Capital Outlay	-	1,560	1,552	8
Total General Government Outflows	62,290	62,290	49,631	12,659
Excess of Inflows over Outflows and				
Other Financing Sources (Uses)	19,514	19,514	14,224	(5,290)
Ending Budgetary Fund Balance:	<u>\$ 19,514</u>	<u>\$ 19,514</u>	<u>\$ 208,612</u>	<u>\$ 189,098</u>

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Town of Gene Autry, Oklahoma
Budgetary Comparison Schedule –Modified Cash Basis
Volunteer Fire Fund
For the Year Ended June 30, 2023

	Budgeted Amounts		Actual	Variance with Final Budget Positive (Negative)
	Original	Final		
Beginning Budgetary Fund Balance:	\$ -	\$ 3,400	\$ 9,743	\$ 6,343
Resources (Inflows):				
Grants	-	10,680	10,686	6
Interest	-	-	28	28
Miscellaneous	-	2,420	2,462	42
Total Inflows	-	13,100	13,176	76
Charges to Appropriations (Outflows):				
Public Safety	-	16,500	16,058	442
Total Outflows	-	16,500	16,058	442
Excess of Inflows over Outflows before Other Financing Sources (Uses)	-	(3,400)	(2,882)	518
Ending Budgetary Fund Balance:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 6,861</u>	<u>\$ 6,861</u>

Town of Gene Autry, Oklahoma
Schedule of Grant Activity – Modified Cash Basis
For the Year Ended June 30, 2023

<u>Agency</u>	<u>Project</u>	<u>Award Amount</u>	<u>Received 2022-2023</u>	<u>Expended 2022-2023</u>	<u>Balance</u>
<i>State Grants</i>					
Oklahoma Department of Agriculture	Fire Operational	\$ 10,053	\$ 10,053	\$ 10,053	\$ -
<i>Total Grants</i>		<u>\$ 10,053</u>	<u>\$ 10,053</u>	<u>\$ 10,053</u>	<u>\$ -</u>

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