# AUDIT REPORT & FINANCIAL STATEMENTS HASKELL COUNTY CONSERVATION DISTRICT #81 JUNE 30, 2012

# KERSHAW CPA & ASSOCIATES, PC

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# HASKELL COUNTY CONSERVATION DISTRICT #81 JUNE 30, 2012

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# HASKELL COUNTY CONSERVATION DISTRICT #81 JUNE 30, 2012

## BOARD OF DIRECTORS

NAME POSITION

Foster Johnson, Jr. Chairman

Bill Wilson Vice Chairman

Jerry Terrell Secretary-Treasurer

Gerald Bullard Member

Cecil Bratton Member

## **DISTRICT EMPLOYEES**

Kimberly Goff District Secretary

Tommy Hertz District Technician

Unaudited

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#### INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Haskell County Conservation District #81

We have audited the accompanying financial statements of the Haskell County Conservation District #81, as of and for the fiscal year ended June 30, 2012, as listed in the table of contents. These financial statements are the responsibility of the Haskell County Conservation District #81's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and in accordance with Oklahoma Statutes. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. 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.

As described in Note 1, these financial statements were prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective modified cash basis financial position of the Haskell County Conservation District #81, Haskell County, Oklahoma, as of June 30, 2012, and the respective changes in modified cash basis financial position and, where applicable, cash flows thereof for the year then ended in conformity with the basis of accounting described in Note 1.

In accordance with Government Auditing Standards, we have also issued our report dated October 19, 2012, on our consideration of the Haskell County Conservation District #81'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 compliance with Government Auditing Standards and should be considered in assessing the results of our audit.

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Haskell County Conservation District #81 has implemented the general provisions of the Governmental Accounting Standards Board (GASB) Statement No. 34. However the District has not presented the Management's Discussion and Analysis required by the Governmental Accounting Standards Board (GASB) that the GASB has determined is necessary to supplement, although not required to be part of, the basic financial statements.

The introductory and the other supplementary information sections listed in the accompanying table of contents are presented for the purpose of additional analysis and are not a required part of the basic financial statements of the District. Such additional information has not been subjected to the auditing procedures applied in our audit of the basic financial statements, and accordingly, we do not express an opinion thereon.

Kershaw CPA & Associates. PC

Kershaw CPA \$ AssociAtes, P.C.

October 19. 2012

# HASKELL COUNTY CONSERVATION DISTRICT #81 STATEMENT OF NET ASSETS - MODIFIED CASH BASIS JUNE 30, 2012

	Total 2012
<u>ASSETS</u>	
Current Assets:	
Cash and cash equivalents	\$ 32,519
Investments	11,676
Total Current Assets	44,195
Non-current Assets: Restricted Cash and Cash Equivalents	7,082
Capital Assets:	
Land	3,250
Buildings	9,500
Equipment	109,795
Vehicles	26,424
Less: Accumulated Depreciation	(76,592)
Total Net Capital Assets	72,377
Total Non-current Assets	79,459
TOTAL ASSETS	<b>\$</b> 123,654
LIABILITIES Current Liabilities: Payroll tax withheld Current Portion of Capital Lease	\$ 1,173 
Total Current Liabilities	1,173
Non-current Liabilities: Capital Lease	
TOTAL LIABILITIES	1,173
NET ASSETS Invested in capital assets, net of related debt Restricted for debt service Unrestricted	72,377 7,082 43,022
TOTAL NET ASSETS	122,481
TOTAL LIABILITIES & NET ASSETS	\$ 123,654

See Accountant's Audit Report & Notes Which Accompany These Financial Statements

# HASKELL COUNTY CONSERVATION DISTRICT #81 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET ASSETS - MODIFIED CASH BASIS -

#### FOR THE FISCAL YEAR ENDED JUNE 30, 2012

Omerating Revenues	Total e 30, 2012
Operating Revenues: Oklahoma Conservation Commission Equipment Rental Bermuda Root Sales Customer Sprigging Custom Sod Drilling Banker's Banquet Donations Fencing Farm Labor Miscellaneous Total Operating Revenues	\$ 70,993 8,939 5,932 3,829 1,988 1,225 13,758 6,512 2,334 115,510
Operating Expenses:     Salaries & Related Expenses     Longevity Pay     Meetings & Mileage Expense     Telephone & Utilities     Insurance     Gas, Diesel & Oil     Machinery, Parts & Maintenance     Bermuda Roots     Banker's Banquet     Office Expense     Dues     Audit     Education     Miscellaneous     Depreciation     Total Operating Expenses     Operating Income (Loss)	65,667 1,100 3,479 3,310 2,490 8,464 15,528 2,786 2,036 2,871 1,213 - 2,728 3,366 11,806 126,844 (11,333)
Non-Operating Revenues (Expenses): Interest Income Interest Expense Total Non-operating Revenues (Expenses) Net Income (Loss) Before Contributions	87 (1,053) (965) (12,299)
Capital Contributions - Grant Income Change in Net Assets Total Net Assets - Beginning Total Net Assets - Prior Year Adjustment Total Net Assets - Ending	\$ (12,299) 134,780 - 122,481

See Accountant's Audit Report & Notes Which Accompany These Financial Statements

#### HASKELL COUNTY CONSERVATION DISTRICT #81 STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS FOR THE FISCAL YEAR ENDED JUNE 30, 2012

	Jun	e 30, 2012
Net Cash Flows from Operating Activities:  Cash Receipts from OCC Other Cash Receipts Payments to Suppliers for Goods & Services Payments to Employees & Laborers	\$	70,993 44,517 (49,372) (65,336)
Net Cash Provided (Used) by Operating Activities		802
Net Cash Flows from Capital & Related Financing Activities: Purchase of Capital Assets Principal paid on Debt Interest paid on Debt		- (19,024) (1,053)
Net Cash Provided (Used) by Capital & Related Financing Activities		(20,077)
Net Cash Flows from Investing Activities: Grant Income Received Interest Income Received		- 87
Net Cash Provided (Used) by Investing Activities		87
Net Increase (Decrease) in Cash and Cash Equivalents		(19,187)
Cash & Cash Equivalents, Beginning of Year		70,464
Cash & Cash Equivalents, Prior Year Adjustment		
Cash & Cash Equivalents, End of Year	\$	51,277
Reconciliation of operating income (loss) to net cash provided operating activities: Operating Income (Loss)	\$	(11,333)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities  Depreciation Increase(Decrease) in Payroll Taxes Payable		11,806 330
Net Cash Provided (Used) by Operating Activities	\$	802

See Accountant's Audit Report & Notes Which Accompany These Financial Statements

#### NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

#### A. Reporting Entity

Haskell County Conservation District #81 (the "District") was established to assist with certain conservation projects in Haskell County, Oklahoma. The District is managed by a five member Board of Directors.

Primary funding for the District is provided by the Oklahoma Conservation Commission (the "Commission"). The District is reimbursed for approved expenses by the Commission.

#### B. Basis of Presentation

The accounts of the District are organized on the basis of proprietary fund type, specifically an enterprise fund. The activities of this fund are accounted for with a separate set of self-balancing accounts that comprise the District's assets, liabilities, net assets, revenues and expenses. Enterprise Funds account for activities (1) that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; or (2) that are required by laws or regulations that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues; or (3) that the pricing policies of the activity establish fees and charges designed to recover its costs, including capital costs (such as depreciation or debt service).

#### C. Basis of Accounting

The District has elected to present its financial statements on a modified cash basis of accounting. This modified cash basis of accounting is a basis of accounting other than generally accepted accounting principles. Basis of accounting is a reference to when financial events are recorded, such as the timing for recognizing revenues, expenses, and their related assets and liabilities. Under the District's modified cash basis of accounting, revenues and expenses and related assets and liabilities are recorded when they result from cash transactions, except for the recording of depreciation expense on capital assets.

As a result of the use of this modified cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expense and liabilities) are not recorded in these financial statements. Therefore, when reviewing the financial information and discussion within this financial report, the reader should keep in mind the limitations resulting from the use of the modified cash basis of accounting.

#### D. Assets, Liabilities, & Equity

#### Cash & Cash Equivalents

For the purpose of financial reporting, "cash & cash equivalents" includes all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. All accounts are fully insured by the Federal Deposit Insurance Corporation.

#### Investments

Investments classified in the financial statements consist entirely of certificates of deposit whose original maturity term exceeds three months. Investments are carried at cost, which approximates fair value.

#### Capital Assets

The District's modified cash basis of accounting reports capital assets resulting from cash transactions and reports depreciation where appropriate.

In the financial statements, capital assets arising from cash transactions are accounted for as assets in the Statement of Net Assets. All capital assets are valued at historical cost or estimated historical cost if actual is unavailable. Actual historical cost was used to value the majority of the assets acquired prior to July 1, 2003. Prior to July 1, 2003, the District's assets were not capitalized. Assets acquired since July 1, 2003 are recorded at cost.

Depreciation of all exhaustible capital assets arising from cash transactions is recorded as an allocated expense in Statement of Revenues, Expenses and Changes in Net Assets - Modified Cash Basis, with accumulated depreciation reflected in the Statement of Net Assets. Depreciation is provided over the assets' estimated useful lives using the straight-line method of depreciation. A capitalization threshold of \$150 is used to report capital assets. Estimated useful lives, in years, for depreciable assets are as follow:

	<u>Years</u>
Buildings	40-50
Improvements, other than buildings	10-25
Furniture, machinery and equipment	3-20

#### Long-Term Debt

Long-term debt is reported at face value, net of applicable discounts and deferred loss on refunding. Costs related to the issuance of debt are deferred and amortized over the lives of various debt issues.

#### Equity Classification

Equity is classified as net assets and displayed in three components:

- 1. Invested in capital assets, net of related debt-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 improvements of those assets.
- 2. Restricted net assets—Consists of net assets with constraints placed on the use either by (a) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (b) law through constitutional provisions or enabling legislation.
- Unrestricted net assets—All other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

#### E. Revenues, expenditures & expenses

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and/or services. They also include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

#### F. Use of estimates

The preparation of financial statements in conformity with the modified cash basis requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities. Actual results could differ from those estimates. Capital assets may be used beyond their original estimated useful life.

#### G. Memorandum Only

The "Memorandum Only" captions above the total columns mean that totals are presented for overview information purposes only.

#### NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

As a local government unit, the District is subject to various federal, state, and local laws and contractual regulations.

#### Finance-related Legal & Contractual Provisions

Because the District has no long-term debt, there are no reserve requirements.

#### Deficit Fund Balance or Retained Earnings

As indicated in the financial statements, there are no fund balance or retained earnings deficits for the District for this fiscal year.

#### NOTE 3 - CASH AND INVESTMENTS

Custodial Credit Risk

At June 30, 2012, the District held deposits of approximately \$51,277 at financial institutions. The District's cash deposits, including interest-bearing certificates of deposit are covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. Government insured or collateralized with securities held by the District or by its agent in the District's name.

Investment Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Investment Credit Risk

The District has no policy that limits its investment choices other than the limitation of state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposits or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers' acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).

#### NOTE 4 - RESTRICTED ASSETS

The amounts reported as restricted assets are composed of amounts held in a savings fund of \$7,082.

The District maintains the following restricted accounts:

The District established a savings fund that receives donations which are restricted for educational purposes.

#### NOTE 5 - CAPITAL ASSETS

Capital asset activity, resulting from the modified cash basis transactions, for the fiscal year ended June 30, 2012, was as follows:

	ance at 30, 2011	Addi	tions	Deduc	tions	ance at 30, 2012
Capital assets not being depreciated:						
Land	\$ 3,250	\$	-	\$	-	\$ 3,250
Total capital assets not being depreciated	3,250		-		-	3,250
Other capital assets:				•		
Buildings	9,500		-		-	9,500
Vehicles	26,424		-		-	26,424
Machinery & Equipment	109,795		-		-	109,795
Total other capital assets at historical cost	145,719		-		-	145,719
Less accumulated depreciation for:						
Buildings	5,126		238		-	5,364
Vehicles	13,357		2,800		-	16,157
Machinery & Equipment	46,303		8,768		-	55,072
Total accumulated depreciation	64,787	1	1,806	•	-	76,592
Other capital assests, net	80,933	(1	1,806)		-	69,127
Total Capital Assets (Net of Depreciation)	\$ 84,183	\$ (1	1,806)	\$	-	\$ 72,377

#### NOTE 6 - LONG-TERM DEBT

The District has a lease purchase obligation due to Welch State Bank. The note, dated April 3, 2009, has interest of 4.98% with annual payments of \$8,524.40 scheduled to mature in April 2015. The lease is secured by the John Deere tractor/loader. The lease was paid in full during the current year.

#### Changes in Long-Term Debt

The following is a summary of changes in long-term debt for the year ended June 30, 2012:

	В	alance at					Bal	ance at
	Jur	ne 30, 2011	Add	itions	D	eductions	June	30, 2012
Capital Lease Payable	\$	19,024.00	\$	•	\$	19,024.00	\$	-
Total Long-Term Debt	\$	19,024.00	\$	-	\$	19,024.00	\$	-

#### NOTE 7 - FUND EQUITY

As described in Note 1 above, equity is classified as net assets and displayed in three components:

- 1. Invested in capital assets, net of related debt
- 2. Restricted net assets
- 3. Unrestricted net assets

The District's restricted net assets are described in Note 4 above.

#### NOTE 8 - CONTINGENCIES

#### Litigation

The District currently has no pending litigation.

#### Federally Assisted Programs

In the normal course of operations, the District participates in various federal or state/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability of reimbursement that may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

#### NOTE 9 - PENSION PLAN

All full-time employees are covered by and must participate in the Oklahoma Public Employees Retirement Plan (OPERS). The District is not legally required to contribute to the OPERS, which is fully funded by the state and by contributions from covered employees. During the year ended June 30, 2012, the covered employees made contributions of \$1,543.51 to the OPERS. Under the pension plan, benefits vest after 6 years of full-time employment. An employee with 10 years of service may retire at age 55 and receive reduced retirement benefits.

Based on Oklahoma statute, employees covered by the pension plan must contribute 3.5% of their monthly gross earnings to the pension fund. The state is required to contribute 15.5% of gross earnings to the plan. The District's total current year payroll for all its employees amounted to \$59,703.47, of which \$44,093.20 was the amount of the payroll covered by the plan.

#### NOTE 10 - COMPENSATED ABSENCES

The District's policy for accumulated annual leave is based on years of continuous service. Full-time employees with less than five years of service can accumulate up

to 240 hours; employees with over five years of service can accumulate up to 480 hours. The accrual of compensated absences is not reflected in the modified cash basis statements. The District records vacation and sick leave at the time the claim is paid.

At June 30, 2012, the District had an unrecorded commitment for earned but unused vacation benefits that would require payment upon employee termination of service in the amount of \$3,377.70.

#### NOTE 11 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District carries commercial insurance for risk of loss. Settled claims resulting from these risks have not exceeded commercial insurance coverage in any of the past three fiscal years.

#### NOTE 12 - SUBSEQUENT EVENTS

The District did not have any subsequent events through October 19, 2012, which is the date the financial statements were issued, for events requiring recording or disclosure in the financial statements for the year ending June 30, 2012.

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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 Board of Directors
Haskell County Conservation District #81

We have audited the financial statements of the Haskell County Conservation District #81, which were prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than U.S. generally accepted accounting principles, as of June 30, 2012 and have issued our report thereon dated October 19, 2012. The Haskell County Conservation District #81 has implemented the general provisions of the Governmental Accounting Standards Board (GASB) Statement No. 34, except that the District did not present the required MD&A. We conducted our audit in accordance with U.S. generally accepted auditing standards, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and in accordance with Oklahoma Statutes.

#### Internal Control Over Financial Reporting

Management of Haskell County Conservation District #81 is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the Haskell County Conservation District #81's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Haskell County Conservation District #81's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Haskell County Conservation District #81's internal control over financial reporting.

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 combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weakness. as defined above.

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#### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Haskell County Conservation District #81's financial statements are free of material misstatement, we performed tests of 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 management, the Board of Directors, others within the entity, and the Oklahoma Conservation Commission and is not intended to be and should not be used by anyone other than these specified parties.

Kershaw CPA \$ Associates, P.C. Kershaw CPA & Associates, PC

October 19, 2012

# ANNUAL NET WORTH STATEMENT

OCC-5K (07/01)

Conservation District HA	ASKELL COUNTY	CONSERVATION DIST	TRICT #81					
Address 100	05 W. MAIN STRE	ET, SUITE B, STIGLER	, OK 74462					
FOR THE PERIOD JULY 1, 2011, TO JUNE 30, 2012 FOR FISCAL YEAR 2012								
LIQUID ASSETS     (Checking Account, Savings Acc     Certificate of Deposit, Petty Cash		TOTAL \$	51,277					
2. WORKING ASSETS								
Building	\$ 7,386							
Equipment	\$64,990	TOTAL WORKING						
Other (Seed, Etc.)	\$0	ASSETS \$	72,377					
3. RECEIPTS  (from Annual Audit)	\$ 115,598							
4. DISBURSEMENTS	\$127,897_							
5. NET WORTH OF DISTRICT								
(Lines 1+2)		TOTAL \$	123,654					
I,above to be true and correct.		, the undersigned	l hereby certify the					
Signature (Chair, Board of Directors)								
Subscribed and sworn to before me	this	day of	2012					
Notary Public								

#### DUE IN OCC OFFICE BY NOVEMBER 1 OF EACH YEAR

Unaudited

My Commission Expires