

AUDIT REPORT
TOWN OF OAKS, OKLAHOMA
JUNE 30, 2017



KERSHAW CPA & ASSOCIATES, PC

5300 WEST OKMULGEE AVENUE
MUSKOGEE, OKLAHOMA 74401
PHONE (918) 684-1040
FAX (918) 684-1041

WEB: KERSHAWCPA.COM
E-MAIL: RK@KERSHAWCPA.COM

607 NORTH 1ST STREET
PONCA CITY, OKLAHOMA 74601
PHONE (580) 762-1040
FAX (580) 762-1047

TOWN OF OAKS, OKLAHOMA
JUNE 30, 2017

TABLE OF CONTENTS

	<u>PAGE</u>
FINANCIAL SECTION:	
INDEPENDENT AUDITOR'S REPORT	3-5
BASIC FINANCIAL STATEMENTS:	
Government-Wide Financial Statements:	
EXHIBIT A STATEMENT OF NET POSITION - MODIFIED CASH BASIS	6
EXHIBIT B STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS	7
Fund Financial Statements:	
EXHIBIT C BALANCE SHEET - GOVERNMENTAL FUNDS - MODIFIED CASH BASIS	8
EXHIBIT D STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - GOVERNMENTAL FUNDS - MODIFIED CASH BASIS	9-10
EXHIBIT E STATEMENT OF NET POSITION - PROPRIETARY FUND - MODIFIED CASH BASIS	11
EXHIBIT F STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION - PROPRIETARY FUND - MODIFIED CASH BASIS	12
EXHIBIT G STATEMENT OF CASH FLOWS - PROPRIETARY FUND - MODIFIED CASH BASIS	13
NOTES TO THE FINANCIAL STATEMENTS	14-25
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING</i> STANDARDS	26-27
SCHEDULE OF FINDINGS	28

KERSHAW CPA & ASSOCIATES, PC

5300 WEST OKMULGEE AVENUE
MUSKOGEE, OKLAHOMA 74401
PHONE (918) 684-1040
FAX (918) 684-1041

WEB: KERSHAWCPA.COM
E-MAIL: REK@KERSHAWCPA.COM

607 NORTH 1ST STREET
PONCA CITY, OKLAHOMA 74601
PHONE (580) 762-1040
FAX (580) 762-1047

INDEPENDENT AUDITOR'S REPORT

To the Town Council
Town of Oaks, Oklahoma

Report on the Financial Statements

We have audited the accompanying modified cash basis financial statements of the governmental activities, the business-type activities, each major fund, and aggregate remaining fund information of the Town of Oaks, Oklahoma, as of and for the fiscal year ended June 30, 2017, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the modified cash basis of accounting described in Note 1. This includes determining that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. Management is also responsible for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions 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 involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the Town's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used, and the reasonableness of significant accounting

KERSHAW CPA & ASSOCIATES, PC

5300 WEST OKMULGEE AVENUE
MUSKOGEE, OKLAHOMA 74401
PHONE (918) 684-1040
FAX (918) 684-1041

WEB: KERSHAWCPA.COM
E-MAIL: REK@KERSHAWCPA.COM

607 NORTH 1ST STREET
PONCA CITY, OKLAHOMA 74601
PHONE (580) 762-1040
FAX (580) 762-1047

estimates made, by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Basis for Qualified Opinion

The modified cash basis of accounting requires that items, having substantial support in U.S. generally accepted accounting principles, such as capitalizing assets at historical cost and recording depreciation, be recorded in the financial statements. The Town has not maintained accurate capital asset records to support the historical cost of past capital asset purchases and the related depreciation. Documentation supporting historical cost and depreciation was not readily available for our review. The amount by which this departure would affect the assets, net position, and expenses of the Governmental & Business-Type Activities is not readily determinable.

Qualified Opinions

In our opinion, except for the possible effects of the matters described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the modified cash basis financial position of the governmental activities, the business-type activities, and the aggregate remaining fund information of the Town of Oaks, Oklahoma, as of June 30, 2017, 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.

Other Matters

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated April 27, 2018, on our consideration of the Town of Oaks' internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Town of Oaks' internal control over financial reporting or on compliance. That report is an integral part of an audit performed in compliance with *Government Auditing Standards* in considering Town of Oaks' internal control over financial reporting and compliance.

KERSHAW CPA & ASSOCIATES, PC

5300 WEST OKMULGEE AVENUE
MUSKOGEE, OKLAHOMA 74401
PHONE (918) 684-1040
FAX (918) 684-1041

WEB: KERSHAWCPA.COM
E-MAIL: REK@KERSHAWCPA.COM

607 NORTH 1ST STREET
PONCA CITY, OKLAHOMA 74601
PHONE (580) 762-1040
FAX (580) 762-1047

Basis of Accounting

We draw attention to Note 1 of the financial statements that describes the basis of accounting. The financial statements are prepared on the modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

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

April 27, 2018

TOWN OF OAKS, OKLAHOMA
STATEMENT OF NET POSITION - MODIFIED CASH BASIS
June 30, 2017

	<u>Governmental Activities</u>	<u>Business-Type Activities</u>	<u>2017 Total</u>
<u>ASSETS</u>			
<u>Current Assets:</u>			
Cash and cash equivalents	\$ 5,307	\$ 10,197	\$ 15,504
Total Current Assets	<u>5,307</u>	<u>10,197</u>	<u>15,504</u>
<u>Capital Assets:</u>			
Restricted Debt Service Reserve	-	5,685	5,685
Other Capital Assets, Net of Accum. Depr.	58,905	1,893,355	1,952,260
Total Capital Assets	<u>58,905</u>	<u>1,899,040</u>	<u>1,957,945</u>
TOTAL ASSETS	<u>64,212</u>	<u>1,909,237</u>	<u>1,973,449</u>
<u>LIABILITIES</u>			
<u>Current Liabilities:</u>			
Current Portion of Long-Term Debt	-	6,103	6,103
Total Current Liabilities	<u>-</u>	<u>6,103</u>	<u>6,103</u>
<u>Long-Term Liabilities:</u>			
Notes Payable	-	297,460	297,460
Less: Current Portion of Long-Term Debt	-	(6,103)	(6,103)
Total Long-Term Liabilities	<u>-</u>	<u>291,357</u>	<u>291,357</u>
TOTAL LIABILITIES	<u>-</u>	<u>297,460</u>	<u>297,460</u>
<u>NET POSITION</u>			
Net investment in capital assets	58,905	1,595,895	1,660,485
Restricted for:			
Debt Service	-	-	-
Other Purposes	-	-	-
Unrestricted	<u>5,307</u>	<u>15,882</u>	<u>15,504</u>
TOTAL NET POSITION	<u>\$ 64,212</u>	<u>\$ 1,611,777</u>	<u>\$ 1,675,989</u>

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

TOWN OF OAKS, OKLAHOMA
STATEMENT OF ACTIVITIES - MODIFIED CASH BASIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

Functions/Programs	Expenses	Program Revenues			Net (Expenses)/ Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental activities:					
General Government	\$ 16,048	\$ -	\$ -	\$ -	\$ (16,048)
Public Safety	2,339	-	-	-	(2,339)
Highways & Streets	866	-	-	-	(866)
Parks & Recreation	878	-	-	-	(878)
Total Governmental Activities	20,131	-	-	-	(20,131)
Business-type activities:					
Sewer	26,539	39,611	-	-	13,072
Depreciation	-	-	-	-	-
Total Business-type Activities	26,539	39,611	-	-	13,072
Total	\$ 46,670	\$ 39,611	\$ -	\$ -	\$ (7,059)

Changes in Net Position:

	Governmental Activities	Business-Type Activities	Total
Net (expense)/revenue	\$ (20,131)	\$ 13,072	\$ (7,059)
General revenues:			
Taxes:			
Sales Tax	15,943	-	15,943
Cigar Tax	190	-	190
Intergovernmental:			
Alcoholic Beverage Tax	3,502	-	3,502
Gasoline Excise Tax	1,057	-	1,057
Motor Vehicle Tax	-	-	-
Miscellaneous Income	1,932	-	1,932
Interest Income	-	5	5
Transfers - Internal Activity	-	-	-
Total general revenues & transfers	22,623	5	22,628
Changes in net position	2,492	13,077	15,569
Net position - beginning	61,719	1,598,701	1,660,420
Net position - prior year adjustment	-	-	-
Net position - ending	\$ 64,212	\$ 1,611,777	\$ 1,675,989

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

**TOWN OF OAKS, OKLAHOMA
BALANCE SHEET - MODIFIED CASH BASIS
GOVERNMENTAL FUNDS
June 30, 2017**

	General Fund	Street & Alley Fund	Fire Dept. Fund	Parks & Recreation Fund	Total Governmental Funds
ASSETS					
Cash and cash equivalents	\$ 2,870	\$ 221	\$ 94	\$ 2,122	\$ 5,307
TOTAL ASSETS	\$ 2,870	\$ 221	\$ 94	\$ 2,122	\$ 5,307
LIABILITIES & FUND EQUITY					
LIABILITIES:					
Accounts Payable	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LIABILITIES	-	-	-	-	-
FUND BALANCES:					
Nonspendable	-	-	-	-	-
Restricted	-	221	-	-	221
Committed	-	-	-	-	-
Assigned	-	-	94	2,122	2,215
Unassigned	2,870	-	-	-	2,870
TOTAL FUND BALANCES	2,870	221	94	2,122	5,307
TOTAL LIABILITIES AND FUND BALANCES	\$ 2,870	\$ 221	\$ 94	\$ 2,122	\$ 5,307

Reconciliation to Statement of Net Position:

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities of \$363,225, net of accumulated depreciation of \$304,320, are not financial resources and, therefore, are not reported in the funds.	58,905
---	--------

Some liabilities, including capital debt obligations payable, are not due and payable in the current period and therefore are not reported in the funds.	-
--	---

Net Position of Governmental Activities	\$ 64,212
--	------------------

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

TOWN OF OAKS, OKLAHOMA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - MODIFIED CASH BASIS
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

	General Fund	Street & Alley Fund	Fire Department Fund	Parks & Recreation Fund	Total Governmental Funds
<u>REVENUES:</u>					
Taxes:					
Sales Tax	\$ 15,943	\$ -	\$ -	\$ -	\$ 15,943
Cigar Tax	190	-	-	-	190
Intergovernmental:					
Alcoholic Beverage Tax	3,502	-	-	-	3,502
Gasoline Excise Tax	-	1,057	-	-	1,057
Motor Vehicle Tax	-	-	-	-	-
Grants	-	-	-	-	-
Miscellaneous Income	1,892	-	40	-	1,932
Interest Income	-	-	-	-	-
TOTAL REVENUES	21,526	1,057	40	-	22,623
<u>EXPENDITURES:</u>					
Current:					
General Government	16,048	-	-	-	16,048
Public Safety	-	-	2,339	-	2,339
Highways & Streets	-	866	-	-	866
Parks & Recreation	-	-	-	878	878
Capital Outlay	-	-	-	-	-
TOTAL EXPENDITURES	16,048	866	2,339	878	20,131
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	5,478	192	(2,299)	(878)	2,492
<u>OTHER FINANCING SOURCES (USES):</u>					
Transfers In	-	-	2,033	1,329	3,362
Transfers Out	(3,362)	-	-	-	(3,362)
Capital Debt Proceeds	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES (USES)	(3,362)	-	2,033	1,329	-
NET CHANGES IN FUND BALANCES	2,116	192	(265)	450	2,492
FUND BALANCE - BEGINNING OF YEAR	754	30	359	1,671	2,814
FUND BALANCE - PRIOR YEAR ADJUSTMENT	-	-	-	-	-
FUND BALANCE - END OF YEAR	\$ 2,870	\$ 221	\$ 94	\$ 2,122	5,307

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

TOWN OF OAKS, OKLAHOMA
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE - MODIFIED CASH BASIS
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

Reconciliation to Statement of Activities:

Net change in fund balances - total governmental funds	\$	2,492
 Amounts reported for governmental activities in the Statement of Activities are different because:		
 Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the Statement of Net Position:		
Capital debt obligation principal payments		-
 Issuance of new capital debt obligations is recorded as capital debt proceeds in the governmental funds, but the proceeds create long-term liabilities in the Statement of Net Position:		
Capital Debt Proceeds		-
 Governmental funds report capital outlays as expenditures while governmental activities report depreciation expense to allocate those expenditures over the life of the assets:		
Capital asset purchases capitalized		-
Depreciation expense		-
		-
Change in Net Position of Governmental Activities	\$	2,492

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

TOWN OF OAKS, OKLAHOMA
STATEMENT OF NET POSITION - MODIFIED CASH BASIS
PROPRIETARY FUND
June 30, 2017

	<u>Oaks Public Works Authority Enterprise Fund June 30, 2017</u>
<u>ASSETS</u>	
Current Assets:	
Cash and cash equivalents	\$ 10,197
Total Current Assets	<u>10,197</u>
Noncurrent Assets:	
Restricted Debt Service Reserve	5,685
Other capital assets, net of accumulated depreciation	1,893,355
Total Noncurrent Assets	<u>1,899,040</u>
TOTAL ASSETS	<u>1,909,237</u>
<u>LIABILITIES & FUND EQUITY</u>	
Current Liabilities:	
Current Portion of Long-Term Debt	6,103
Total Current Liabilities	<u>6,103</u>
Noncurrent Liabilities:	
Notes Payable	297,460
Less: Current Portion of Long-Term Debt	(6,103)
Total Noncurrent Liabilities	<u>291,357</u>
TOTAL LIABILITIES	<u>297,460</u>
NET POSITION:	
Net investment in capital assets	1,595,895
Restricted for debt service	-
Unrestricted	15,882
TOTAL NET POSITION	<u>\$ 1,611,777</u>

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

TOWN OF OAKS, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN FUND NET POSITION - MODIFIED CASH BASIS
PROPRIETARY FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2017

	Oaks Public Works Authority Enterprise Fund June 30, 2017
<u>OPERATING REVENUES:</u>	
Charges for Services:	
Sewer	\$ 39,611
Miscellaneous Income	-
TOTAL OPERATING REVENUES	39,611
<u>OPERATING EXPENSES:</u>	
Sewer	20,901
Depreciation	-
TOTAL OPERATING EXPENSES	20,901
NET OPERATING INCOME (LOSS)	18,710
NON-OPERATING REVENUES (EXPENSES)	
Interest Income	5
Interest Expense	(5,639)
TOTAL NON-OPERATING REVENUES (EXPENSES)	(5,634)
NET INCOME (LOSS) BEFORE CONTRIBUTIONS & TRANSFERS	13,077
Capital Contributions - Grants	-
Transfers in	-
Transfers out	-
CHANGE IN NET POSITION	13,077
TOTAL NET POSITION - BEGINNING	1,598,701
TOTAL NET POSITION - PRIOR YEAR ADJUSTMENT	-
TOTAL NET POSITION - ENDING	\$ 1,611,777

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

**TOWN OF OAKS, OKLAHOMA
STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS
PROPRIETARY FUND
FOR THE FISCAL YEAR ENDED JUNE 30, 2017**

	June 30, 2017
<u>Cash Flows from Operating Activities:</u>	
Receipts from Customers	\$ 39,611
Other Cash Receipts	-
Payments to Suppliers for Goods & Services	(20,901)
Customer Deposits Received, Net of Refunded	-
	18,710
Net Cash Provided (Used) by Operating Activities	18,710
<u>Cash Flows from Non-Capital Financing Activities:</u>	
Transfers to other funds	-
Transfers from other funds	-
	-
Net Cash Provided (Used) by Non-Capital Financing Activities	-
<u>Cash Flows from Capital & Related Financing Activities:</u>	
Capital grant received for construction/purchase of capital assets	-
Purchases of Capital Assets	-
Proceeds from sale of Capital Assets	-
Loan Proceeds received	-
Principal paid on Notes Payable	(5,989)
Interest paid	(5,639)
	(11,628)
Net Cash Provided (Used) by Capital & Related Financing Activities	(11,628)
Cash Flows from Investing Activities:	
(Increase) Decrease in Restricted Account	(1,167)
Interest Income	5
	(1,162)
Net Cash Provided (Used) by Investing Activities	(1,162)
Net Increase (Decrease) in Cash and Cash Equivalents	5,920
Cash & Cash Equivalents, Beginning of Year	4,277
Cash & Cash Equivalents, Prior Year Adjustment	-
Cash & Cash Equivalents, End of Year	\$ 10,197
<u>Reconciliation of operating income (loss) to net cash provided</u>	
<u>operating activities:</u>	
Operating Income (Loss)	\$ 18,710
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities	
Depreciation	-
(Increase)Decrease in Accounts Receivable	-
Increase(Decrease) in Accounts Payable	-
Increase(Decrease) in Customer Deposits	-
	-
Net Cash Provided (Used) by Operating Activities	\$ 18,710

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

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As discussed further in Note 1.C, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash-basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

A. FINANCIAL REPORTING ENTITY

The Town of Oaks, Oklahoma operates under an elected Mayor/Council form of government. The Town provides the following services: sewer, public safety, fire protection and general administrative services. The more significant of the government's accounting policies are described below.

B. BASIS OF PRESENTATION

Government-Wide Financial Statements

The Statement of Net Position and Statement of Activities display information about the reporting government as a whole within the limitations of the modified cash basis of accounting. They include all funds of the reporting entity except for fiduciary funds. The statements distinguish between governmental and business-type activities. Governmental activities generally are financed through taxes, intergovernmental revenues, and other non-exchange revenues. Business-type activities are financed, in whole or in part, by fees charges to external parties for goods or services.

Fund Financial Statements

The accounts of the Town are organized on the basis of funds, each of which is considered to be a separate accounting entity. The operations of each fund are summarized by providing a separate set of self-balancing accounts which include its assets, liabilities, fund equity, cash receipts, cash disbursements, and certain accruals. The Town maintains a separate bank account for each fund. All bank accounts are at institutions, which are FDIC insured.

Governmental Fund Types

The General Fund is the general operating fund of the Town and always classified as a major fund. It is used to account for all financial resources not accounted for and reported in another fund. The Street and Alley Fund administers revenues from state

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

vehicle taxes, gasoline excise taxes and grant income. The Fire Department receives funds from grants, local contributions, and other miscellaneous sources. The Parks & Recreation fund accounts for revenues and expenditures paid for recreational services provided.

Proprietary Fund Types

The PWA Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises. The costs (expenses, including depreciation) of providing services, such as sewer, on a continuing basis, are financed through user charges, paid by the general public. Proprietary fund types utilize the modified cash basis of accounting. Under this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. All proprietary fund capital assets are valued at estimated historical cost, or if contributed property, at its estimated fair value at time of contribution. Repairs and maintenance are recorded as expenses: renewals and betterments are capitalized.

C. MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe what transactions or events are recorded within the various financial statements. Basis of accounting refers to when and how transactions or events are recorded, regardless of the measurement focus applied.

Measurement Focus

In the government-wide State of Net Position and Statement of Activities, both governmental and business-like activities are presented used the economic resources measurement focus, within the limitations of the modified cash basis of accounting, subsequently defined in item (b).

In the fund financial statements, the current financial resources measurement focus or the economic resources measurement focus, as applied to the modified cash basis of accounting, is used as appropriate:

- a. All governmental funds utilize a current financial resources measurement focus within the limitations of the modified cash basis of accounting. Only current financial assets and liabilities are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.
- b. The proprietary fund utilizes an economic resources measurement focus within the limitations of the modified cash

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

basis of accounting. The accounting objectives of this measurement focus are the determinations of operating income, changes in net position (or cost recovery), net financial position, and cash flows. All assets, deferred outflows, liabilities, and deferred inflows (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

Basis of Accounting

The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include investments, capital assets and related depreciation, and short-term and long-term liabilities arising from cash transactions or events.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the Town utilized the basis of accounting recognized as generally accepted in the United States, the fund financial statements for governmental funds would use the modified accrual basis of accounting, and the fund financial statements for proprietary fund types would use the accrual basis of accounting. All government-wide financial statements would be presented on the accrual basis of accounting.

D. FINANCIAL POSITION

Cash and cash equivalents

The statement of cash flows for proprietary fund types explains the change in cash and cash equivalents during the fiscal period. For purposes of the statement of cash flows, cash equivalents are defined as short-term, highly liquid investments that are both

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

readily convertible to known amounts of cash and so near their maturity that they present insignificant risk of changes in value because of changes in interest rates.

Capital Assets

The Town does not maintain adequate records for property and equipment of the governmental or proprietary fund types; therefore Capital Assets are not reported as required by the modified cash basis of accounting. The capital assets that are included in the financial statements are account for as follows:

All capital assets are valued at historical cost or estimated historical cost if actual is unavailable, except for donated capital assets which are recorded at their estimated fair value at the date of donation. The range of estimated useful lives by type of assets is as follows:

Buildings	30 years
Utility Systems	40 years
Equipment	5-10 years

On April 10, 2008, Oaks Water Works relinquished ownership of its underground sewer lines to Oaks Public Works Authority by order of the Oklahoma Department of Environmental Quality. As these assets were not purchased or constructed by the Authority historical cost is unknown, however the Authority's engineer has provided an estimated fair market value to be assigned to the assets.

Capitalization Policy

Purchases of capital items in excess of \$500.00 that increase the capacity or operation efficiency or extend the useful life of any asset are capitalized. Repairs and maintenance are expensed as incurred.

Long-Term Debt

All long-term bonds, notes, and other debt arising from cash transactions or events to be repaid from governmental and business-type resources are reported as liabilities in the government-wide statements.

Long-term debt arising from cash transactions or events of governmental funds is not reported as a liability in the fund financial statements. The debt proceeds are reported as other financing sources, and payment of principal and interest is reported as expenditures. The accounting for proprietary funds is the same in the fund financial statements as the treatment in the government-wide statements.

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

Net Position/Fund Balance Classifications

Net Position is classified and displayed in three components:

1. *Net investment in capital assets.* 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 and adjusted for any deferred inflows and outflows of resources attributable to capital assets and related debt.
2. *Restricted.* Consists of restricted assets reduced by liabilities and deferred inflows or resources related to those assets, with restriction 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.
3. *Unrestricted.* Net amount of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment in capital assets or the restricted component of net position.

It is the Town's policy to first use restricted net resources prior to the use of unrestricted net resources when an expense is incurred for purposes for which both restricted and unrestricted net resources are available.

Fund Balance

In accordance with Government Accounting Standards Board 54, Fund Balance Reporting and Governmental Fund Type Definitions, the Town classifies governmental fund balances as follows:

- Non-spendable - Includes fund balance amounts that cannot be spent either because it is not in spendable form or because of legal or contractual constraints.
- Restricted - Includes fund balance amounts that are constrained for specific purposes which are externally imposed by providers, such as creditors or amounts constrained due to constitutional provisions or enabling legislation.
- Committed - Includes fund balance amounts that are constrained for specific purposes that are internally imposed by the government through formal action of the highest level of decision making authority and does not lapse at year-end.
- Assigned - Includes fund balance amounts that are intended to be used for specific purposes that are

TOWN OF OAKS, OKLAHOMA
 NOTES TO FINANCIAL STATEMENTS
 JUNE 30, 2017

neither considered restricted or committed. Fund Balance may be assigned by the Board.

- Unassigned - Includes positive fund balance within the General Fund which has not been classified within the above mentioned categories and negative fund balances in other governmental funds.

The Town uses restricted/committed amounts to be spent first when both restricted and unrestricted fund balance is available unless there are legal documents/contracts that prohibit doing this, such as a grant agreement requiring dollar for dollar spending. Additionally, the Government would first use committed, then assigned and lastly unassigned amounts of unrestricted fund balance when expenditures are made.

The Government does not have a formal minimum fund balance policy.

The purposes of each major special revenue fund and revenue source is listed below:

<u>Major Special Revenue Fund</u>	<u>Revenue Source</u>
Street & Alley Fund	Commercial Vehicle Tax Gasoline Excise Tax Grant Income
Fire Department Fund	Charges for Services Grant Income
Parks & Recreation Fund	Sales Tax Transfer

E. REVENUES, EXPENDITURES AND EXPENSES

Program Revenues

In the Statement of Activities, modified cash basis revenues that are derived directly from each activity or from parties outside the Town's taxpayers are reported as program revenues. The Town has the following program revenues in each activity:

General Government	Operating and capital grants
Public Safety	Operating and capital grants

All other governmental revenues are reported as general revenues. All taxes are classified as general revenue even if restricted for a specific purpose.

Operating Revenue and Expenses

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods or services.

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

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 of accounting used by the Town requires management to make estimates and assumptions that affect certain reported amounts and disclosures (such as estimated useful lives in determining depreciation expense); accordingly, actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

As a local government unit, the Town is subject to various federal, state, and local laws and contractual regulations. In accordance with Government Auditing Standards, the auditor has issued a report on consideration of the Town's internal control over financial reporting and tested its compliance with certain provisions of laws, regulations, contracts, grants and other matters. That report is an integral part of an audit performed in compliance with Government Auditing Standards in considering the Town's internal control over financial reporting and compliance.

Finance-related Legal & Contractual Provisions

As required, the annual budget was prepared and filed with the State Auditor and Inspector's office.

Deficit Fund Balance or Retained Earnings

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

NOTE 3 - CASH AND INVESTMENTS

Custodial Credit Risk

At June 30, 2017, the Town held deposits of approximately \$21,189 at financial institutions. The Town'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 Town or by its agent in the Town's name.

Investment Interest Rate Risk

The Town 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.

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

Investment Credit Risk

The Town 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 CASH

The Authority is required to set aside into a Debt Service Reserve Account the sum of 10% of the monthly installment or \$96.90 each month until there is accumulated in that account the sum of the annual installment (\$11,628.00), after which deposits may be suspended, except to replace withdrawals. The Authority cannot withdraw funds from the reserve account without USDA approval. The required balance as of June 30, 2017 was \$4,941.90. The reserve account balance at June 30, 2017 was \$5,685.09 which complies with the requirements.

NOTE 5 - CAPITAL ASSETS

Governmental Funds

Capital asset activity for the Governmental Funds, resulting from the modified cash basis transactions, for the fiscal year ended June 30, 2017, was as follows:

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

Governmental-type Activities:

	Balance 7/1/16	Additions	Deductions	Balance 6/30/17
Capital assets not being depreciated:				
Land	\$ 50,000	\$ -	\$ -	\$ 50,000
Construction in progress	-	-	-	-
Total capital assets not being depreciated	<u>50,000</u>	<u>-</u>	<u>-</u>	<u>50,000</u>
Other capital assets:				
Buildings	55,000	-	-	55,000
Equipment	8,225	-	-	8,225
Streets & Roads	250,000	-	-	250,000
Total depreciable capital assets	<u>313,225</u>	<u>-</u>	<u>-</u>	<u>313,225</u>
Less: Accum. Depreciation	<u>304,320</u>	<u>-</u>	<u>-</u>	<u>304,320</u>
Business-Type Activities				
Capital Assets, Net	<u>\$ 58,905</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 58,905</u>

The Town has not maintained records for the Governmental fund capital assets.

Proprietary Fund

Capital asset activity for the Oaks Public Works Authority, resulting from the modified cash basis transactions, for the fiscal year ended June 30, 2017, was as follows:

Business-type Activities:

	Balance 7/1/16	Additions	Deductions	Balance 6/30/17
Capital assets not being depreciated:				
Land	\$ -	\$ -	\$ -	\$ -
Construction in progress	-	-	-	-
Total capital assets not being depreciated	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Other capital assets:				
Sewer System	1,888,355	5,000	-	1,893,355
Total depreciable capital assets	<u>1,888,355</u>	<u>5,000</u>	<u>-</u>	<u>1,893,355</u>
Less: Accum. Depreciation for:				
Sewer System	-	-	-	-
Total Accumulated Depreciation	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Business-Type Activities				
Capital Assets, Net	<u>\$ 1,888,355</u>	<u>\$ 5,000</u>	<u>\$ -</u>	<u>\$ 1,893,355</u>

The Town has not maintained records for the PWA Fund capital assets.

NOTE 6 - LONG-TERM DEBT

The Oaks Public Works Authority (OPWA) executed a note payable to USDA Rural Development on March 28, 2013 in the principal amount of \$326,000. The Note is secured by a pledge of revenues and other resources of the OPWA and by all property now owned by the OPWA and any

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

replacements. The note has a forty year term and bears interest at 1.875% with monthly installments of \$969.

Changes in Long-Term Debt

The following is a summary of changes in long-term debt for the year ended June 30, 2017:

	Balance at June 30, 2016	Additions	Deductions	Balance at June 30, 2017
USDA RD NOTE	\$ 303,449.31	\$ -	\$ (5,989.46)	\$ 297,459.85
Total Long-Term Debt	<u>\$ 303,449.31</u>	<u>\$ -</u>	<u>\$ (5,989.46)</u>	<u>\$ 297,459.85</u>

Debt Service Requirements to Maturity

Year Ending June 30,	Note Payable - RD 92-01		
	Principal	Interest	Total
2018	\$ 6,103	\$ 5,525	\$ 11,628
2019	6,218	5,410	11,628
2020	6,336	5,292	11,628
2021	6,456	5,172	11,628
2022	6,578	5,050	11,628
2023-2027	34,803	23,337	58,140
2028-2032	38,221	19,919	58,140
2033-2037	41,974	16,166	58,140
2038-2042	46,096	12,044	58,140
2043-2047	50,623	7,517	58,140
2048-2052	54,052	2,545	56,598
Total	<u>\$ 297,460</u>	<u>\$ 107,977</u>	<u>\$ 405,438</u>

NOTE 7 - FUND BALANCES

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

1. Net investment in capital assets
2. Restricted
3. Unrestricted

The restricted amounts are described in Note 4 above.

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

Fund Balances

Town of Oaks, Oklahoma
Disclosure of Fund Balances Reported on Balance Sheet
For Fiscal Year Ending June 30, 2017

	General Fund	Street & Alley Fund	Fire Dept. Fund	Parks & Recreation Fund	Total Governmental Funds
<u>FUND BALANCES:</u>					
Restricted for:					
Street & Alley	\$ -	\$ 221	\$ -	\$ -	\$ 221
Assigned to:					
Fire Fund	-	-	94	-	94
Parks & Rec.	-	-	-	2,122	2,122
Unassigned	2,870	-	-	-	2,870
Total	<u>\$ 2,870</u>	<u>\$ 221</u>	<u>\$ 94</u>	<u>\$ 2,122</u>	<u>\$ 5,307</u>

NOTE 8 - COMMITMENTS & CONTINGENCIES

Litigation

The financial statements do not include accrual or provision for loss contingencies resulting from litigation. Under applicable Oklahoma statutes, such judgments may become liabilities only of the Debt Service Fund and only in the year in which tax revenue is specifically assessed for payment of the claim, and only to the extent of the taxes so specifically assessed in that year.

Federally Assisted Programs

In the normal course of operations, the Town 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.

TOWN OF OAKS, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2017

NOTE 9 - INTERFUND TRANSACTIONS

Interfund operating transfers for the year ended June 30, 2017, were as follows:

OPERATING TRANSFERS:	<u>TRANSFERS IN</u>	<u>TRANSFERS OUT</u>
GENERAL:		
Street & Alley Fund	\$ -	\$ -
Fire Department Fund	-	2,033.29
Parks & Recreation Fund	-	1,328.61
Oaks Public Works Authority	-	-
Total General Fund	<u>\$ -</u>	<u>\$ 3,361.90</u>
SPECIAL REVENUE FUNDS:		
Street & Alley Fund:		
General Fund	\$ -	\$ -
Fire Department Fund:		
General Fund	2,033.29	-
Parks & Recreation Fund:		
General Fund	1,328.61	-
Total Special Revenue Funds	<u>\$ 3,361.90</u>	<u>\$ -</u>
ENTERPRISE FUNDS		
Oaks Public Works Authority:		
General Fund	\$ -	\$ -
Street & Alley Fund	-	-
Parks & Recreation Fund	-	-
Total Enterprise Funds	<u>\$ -</u>	<u>\$ -</u>
	<u>\$ 3,361.90</u>	<u>\$ 3,361.90</u>

NOTE 10 - SUBSEQUENT EVENTS

The Town did not have any subsequent events through April 27, 2018, 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, 2017.

KERSHAW CPA & ASSOCIATES, PC

5300 WEST OKMULGEE AVENUE
MUSKOGEE, OKLAHOMA 74401
PHONE (918) 684-1040
FAX (918) 684-1041

WEB: KERSHAWCPA.COM
E-MAIL: RK@KERSHAWCPA.COM

607 NORTH 1ST STREET
PONCA CITY, OKLAHOMA 74601
PHONE (580) 762-1040
FAX (580) 762-1047

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

To the Board of Trustees
Town of Oaks, Oklahoma

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and in accordance with Oklahoma Statutes, the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Oaks, Oklahoma, as of and for the year ended June 30, 2017, and the related notes to the financial statements and the related note to the financial statements, which were prepared on the modified cash basis of accounting, which is a comprehensive basis of accounting other than generally accepted accounting principles, which collectively comprise the Town of Oaks, Oklahoma's basic financial statements, and have issued our report thereon dated April 27, 2018, which was qualified for the improper capital asset recordkeeping.

Internal Control Over Financial Reporting

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

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or 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. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

KERSHAW CPA & ASSOCIATES, PC

5300 WEST OKMULGEE AVENUE
MUSKOGEE, OKLAHOMA 74401
PHONE (918) 684-1040
FAX (918) 684-1041

WEB: KERSHAWCPA.COM
E-MAIL: RK@KERSHAWCPA.COM

607 NORTH 1ST STREET
PONCA CITY, OKLAHOMA 74601
PHONE (580) 762-1040
FAX (580) 762-1047

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified. We did identify certain deficiencies in internal control described in the accompanying Schedule of Findings that we consider to be significant deficiencies. Those deficiencies are listed as Item 17-01.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Town of Oaks' 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.

Town of Oaks' Response to Findings

Town of Oaks' response to the findings identified in our audit is described in the accompanying Schedule of Findings. Town of Oaks' response was not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on it.

Purpose of this Report

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

Kershaw CPA & Associates, P.C.

Kershaw CPA & Associates, PC

April 27, 2018

TOWN OF OAKS, OKLAHOMA
SCHEDULE OF FINDINGS
JUNE 30, 2017

INTERNAL CONTROL FINDINGS:

Item 17-01: Segregation of Duties

Criteria: A good system of internal control requires a proper segregation of duties to prevent one person from being in a position to authorize, execute, and record the same transaction.

Condition: Due to the size of the Town's major areas of internal control, that would be prevalent in a larger Town, such segregation of duties is not available for this size operation. Duties are concentrated in the hands of a few individuals, who are responsible for all phases of the accounting functions. Because of this lack of division of responsibility, internal control is determined to be weak, and in some instances, non-existent.

Cause/Effect: Due to the limited number of personnel, a breach of internal controls could occur and not be detected in the normal course of operations.

Recommendation: The Board should continue to be actively involved in the operations of the organization.

Response: The Board continues to be actively involved in the operations of the organization.

COMPLIANCE FINDINGS:

No findings noted